

**PHASE I ENVIRONMENTAL SITE ASSESSMENT
"TOWNE BUILDING and LAND"
THREE CHARTER ROAD
ACTON, MASSACHUSETTS**

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Prepared For:

Massachusetts Housing Partnership Fund
Two Oliver Street
Boston, Massachusetts 02109

GEC

*Goldman Environmental Consultants, Inc.
60 Brooks Drive
Braintree, MA 02184-3839
781-356-9140
FAX 781-356-9147
Email: goldmanenvironmental.com*

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1.0 INTRODUCTION

Goldman Environmental Consultants, Inc. (GEC) of Braintree, Massachusetts has been retained by Massachusetts Housing Partnership Fund of Boston, Massachusetts to evaluate environmental issues within the scope of MGL Chapter 21E, and the Massachusetts Contingency Plan (MCP) for the property identified as Three Charter Road, Acton, Massachusetts, hereafter referred to as the "Site". GEC's investigation was conducted to understand potential environmental conditions in order to satisfy due diligence requirements associated with a real estate transaction.

The purpose of GEC's Site assessment was to identify and define recognized environmental conditions arising from the use, treatment, storage, generation, disposal, or release of oil or hazardous materials (OHM) on the Site and abutting properties. Emphasis was placed on determining the general presence of equipment likely to contain polychlorinated biphenyls (PCB), friable asbestos and good housekeeping practices with respect to the handling of oil and hazardous materials. No sampling and analysis of asbestos containing materials was conducted. GEC inspected all readily accessible areas of the property including the interior and exterior portions of the Site building during the performance of this investigation.

This report is intended for use by Massachusetts Housing Partnership Fund and its designees. GEC understands that Massachusetts Housing Partnership Fund is relying on the conclusions drawn from this investigation for evaluation of environmental liability in connection with the Site.

The results of this survey are based on the following. A list of sources of information is provided as Appendix A.

- A visual inspection of the Site and a review of pertinent records;
- A general survey of Site abutters and properties in the immediate vicinity;
- Discussions with Mr. Dean Charter, Director, Tree Warden of the Town of Acton and Site contact;
- Interviews with, and records search at the Town of Acton Fire Department, Board of Health, Conservation Commission, Town Clerk, Building Department, Engineering Department and Assessor's Office;
- A records search of historical documents maintained at the State House Library in Boston, Massachusetts;
- A records search at the Massachusetts Department of Environmental Protection (MADEP) at the Central Regional Office in Worcester, Massachusetts;

- An electronic search via FirstSearch Technology Corporation (Environmental FirstSearch Report) of state and federal database files; and
- A review of a Final Report for The Asbestos Abatement Project, AHERA Third Three Year Re-Inspection Report and AHERA Three Year Re-Inspection Report dated September 30, 1998, November, 1998 and April 5, 2002, respectively.

2.0 SITE DESCRIPTION

2.1 Site Location

The location of the Site is provided below. The Site and properties within the vicinity are zoned "R-2" for residential use. NOTE: The Towne School, identity of the Site building, is listed with the Assessor's Office as Three Charter Road. Other town offices identify the Site as One Charter Road, 13 Charter Road, 15 Charter Road and 431 Massachusetts Avenue. For the purposes of this report GEC will refer to the Site as Three Charter Road. Also, due to the discrepancy in addresses and additional schools within the immediate vicinity of the Site, records reviewed may not accurately depict conditions at the Site. Refer to Figure 1 for the Site Locus and Figure 2 for the Assessor's Map.

Description	Location	Comments, References
Street Address	Three Charter Road	
Town	Acton	
County	Middlesex	
State	Massachusetts	
USGS 7.5 Minute Quadrangle	Maynard	1
Latitude and Longitude	42° 28' 30" north 71° 27' 22" west	2
Assessor's Map	Lot no. 85 Assessor's Map no. F-3	3

2.2 Activity and Use Limitations

During the file search and Site interview, GEC attempted to determine whether an Activity and Use Limitation (AUL), either in the form of an Environmental Notice, a Grant of Environmental Restriction, or an MADEP-implemented Environmental Restriction, had been filed for the Site pursuant to MGL Chapter 21E and the MCP [310 CMR 40.1000]. The following sources of information were used to determine whether an AUL exists for the Site: (1) information provided by Mr. Charter, Site contact; (2) the MADEP for documentation on Response Action Outcome Statements, a Notice of

Activity and Use Limitations, Grant of Environmental Restrictions, and an Environmental Restriction; and (3) local agencies consisting of the Board of Health and Building Department.

Activity and Use Limitations	Yes / No	Description
Were any Activity and Use Limitations identified for the Site?	No	

2.3 Physiographic Setting

The Site is situated approximately one hundred seventy (170) feet above Mean Sea Level and is relatively level. Topographic relief across the Site is estimated to be less than ten feet. According to National Flood Insurance Map, Community Panel #250176 0004C, dated January 6, 1988, the property lies in an area outside the 500-year floodplain (Zone X). Properties east of the Site across Main Street are situated within the 500-year floodplain.

Unnamed wetlands and a stream, likely associated with the Fort Pond Brook, are located approximately 1,000 to 2,000 feet northeast. Additional wetlands and streams likely associated with Fort Pond Brook are located 1,500 feet west, southwest and 2,000 feet east of the Site, respectively. Great Hill is situated approximately 1,500 to 3,000 feet southeast of the Site.

Feature	Direction of Flow / Likely Eventual Discharge Point	References
Regional Surface Drainage	Toward catch basins situated north of the Site along a paved access road as well as south and east of the Site along Massachusetts Avenue and Main Street.	FO
Site Surface Drainage	Toward catch basins situated north of the Site along a paved access road as well as south of the Site along Massachusetts Avenue.	FO
Regional Groundwater Flow	South and east of the Site toward wetlands associated with Fort Pond Brook.	FO, Q
Site Groundwater Flow	South and east of the Site toward wetlands associated with Fort Pond Brook.	FO, Q

Reference: FO = Field observation; Q = Interpretation of USGS 7.5 minute quadrangle; SSI (ref. no.) = Subsurface investigation with reference number of the report.

Due to temporal and spatial variations, subsurface conditions and possible man-made obstructions, GEC is unable to determine definitively local groundwater flow direction with the available information.

2.4 Site Description

Although the Assessor's field card indicated the Site consists of 5.90-acres, recent renovations to the surrounding area, which include an access road and paved parking area, have reconfigured the area. Also, an addition, which was recently demolished, was situated off the northeast corner of the Site building and extended further northeast off, what GEC believes to be the current property line. Based on information provided by the Town of Acton Engineering Department, the Site consists of 1.23-acres. The Site is currently owned by the Town of Acton and is improved by one two-story building. The Site, formerly known as the Towne School, an elementary school, was vacated within the last few months. The Site building consists of classrooms and a boiler room. The remainder of the Site consists of landscaped areas as well as a playground.

2.4.1 Structures, Improvements and Land Area

Provided below is information regarding the building location and construction. The location of the Site building is shown on Figure 3.

Description	Site Building	Reference
Building Identity	Three Charter Road	3
Date Built	1926	3
Building Footprint Size	Approximately 9,300-square feet	3
Slab or Basement	Basement (situated beneath the northwest corner of the building)	3
No. Stories, Excluding Basement	Two	3
Type Construction, e.g., wood frame, steel frame, concrete/masonry	Brick	3
Construction Materials: Ceilings (e.g., tile, suspended)	Suspended ceiling tile and drywall/plaster ceilings.	3
Construction Materials: Floor (e.g., tile, cement, carpet)	Vinyl floor tile, concrete floor (within basement), carpeting and ceramic floor tile.	3
Construction Materials: Walls	Cinder block walls, ceramic wall tiles and drywall/plaster walls.	3
General Housekeeping	Good	
Additions	An addition off the northeast corner of the Towne School building, known as the McCarthy wing was constructed during the 1950's and was demolished within the last ten months. Refer to Section 2.7 for details.	3

2.4.2 Utilities

The Site building is currently and has historically been serviced by the municipal water system. No information was found to indicate the historic on-Site use of a private well. A private septic system currently services the Site building. According to information provided by the Board of Health and Engineering Department, the septic system is situated south of the Site building. GEC was unable to locate information pertaining to the size or capacity of the tank and Title V inspections of the system. According to Mr. Charter and the Board of Health, municipal sewer currently services the surrounding properties and the Site is expected to convert to the municipal service. KeySpan Energy currently provides natural gas to the Site for heat. According to available information the Site building was formerly heated with fuel oil stored within an underground storage tank (UST) and coal. Refer to Section 5.1 for details. NSTAR provides electricity to the Site.

2.5 Description of Abutting Properties

GEC conducted a limited visual reconnaissance of abutting and nearby properties to evaluate the potential for releases of OHM to impact the Site. Roadways and other properties abutting or proximal to the Site are described below. Based on the reconnaissance, no evidence of improperly stored or disposed OHM, staining or spills were observed at abutting or nearby properties, unless described below.

Abutting Properties

Direction	Distance (Miles)	Identity and Address of Property or Roadway	Operations/OHM usage, treatment, generation, storage or disposal
North	Abutter	Paved Access Road and parking lot for the Parker Damon Building	
North, northeast	Beyond access road & parking lot	One Charter Road Parker Damon Building (elementary school)	OHM use likely limited to consumer quantities of paints, cleaners and similar products.
West	Abutter	Charter Road (roadway)	
Northwest	Beyond Charter Road	16 Charter Road Raymond J. Grey Junior High School	OHM use likely limited to consumer quantities of paints, cleaners and similar products.
West	Beyond Charter Road	Tennis Courts	
South	Abutter	Massachusetts Avenue (roadway)	

Direction	Distance (Miles)	Identity and Address of Property or Roadway	Operations/OHM usage, treatment, generation, storage or disposal
Southwest	Beyond Massachusetts Avenue	Rear entrance to K-Mart located at 252 Main Street	OHM use likely limited to consumer quantities of paints, cleaners and similar products. Listed State spill site. Refer to Section 3.1 for details.
South	Beyond Massachusetts Avenue	432 Massachusetts Avenue Baker-Whitney Oil Company (office/distribution center)	OHM use likely limited to consumer quantities of paints and cleaners as well as the underground storage of fuel oil for distribution. Registered UST site, refer to Section 3.1 for details.
South, southeast	Beyond Massachusetts Avenue	428 Massachusetts Avenue Verizon Communications (office building)	OHM use likely limited to consumer quantities of paints, cleaners and similar products. Registered UST, RCRA Generator & State spill site. Refer to Section 3.1 for details.
East	Abutter	Main Street Law Offices	OHM use likely limited to consumer quantities of paints, cleaners and similar products.
East	Abutter	Main Street Redstone Town Houses (residential)	OHM use likely limited to household quantities of paints, cleaners and similar products.

2.6 Proximity of Environmental Resource Areas

Environmental resource areas include wetlands, surface waters, Areas of Critical Environmental Concern (ACEC), habitats of Threatened or Endangered Species, or Species of Special Concern, Certified Vernal Pools, Potentially Productive Aquifers (PPA), Sole Source Aquifers (SSA), Interim Wellhead Protection Areas (IWPA) or Zone II's of public water supply wells, or private water supply wells.

The Site and surrounding vicinity are situated within an area of protected open space. Unnamed wetlands and a stream, likely associated with the Fort Pond Brook, are located approximately 1,000 to 2,000 feet northeast. Additional wetlands and streams likely associated with Fort Pond Brook are located 1,500 feet west, southwest and 2,000 feet east of the Site, respectively. Great Hill, an area of protected open space, is located approximately 1,500 to 3,000 feet southeast of the Site. No other environmental resource areas, including ACEC, IWPAs or SSAs, were identified within 1,000 feet of the Site.

2.7 Land Use History

The land use history for the Site and vicinity was developed based on the following sources of information: the Site contact, Mr. Dean Charter; information provided to GEC by the Massachusetts Housing Partnership Fund; the Acton Assessor's

Office; Sanborn Atlases reviewed at the State House Library; City Directories reviewed at the State House Library; and the Acton Building Department. An attempt was made to develop the land use history back to 1890. These sources were consulted to determine whether evidence of a historical recognized environmental condition exists for the Site.

According to available information and interviews with persons familiar with the Site, the Towne School (Site building) was developed during the 1920's. The school during this timeframe was utilized as the Acton High School. During the 1950's, the Towne School was converted to an elementary school and an addition was constructed along the northeast corner of the Site building, which extended further northeast of the Site. The addition was known as the McCarthy wing and consisted of one-story and a basement. The two buildings became known as the McCarthy-Towne School and were utilized as an elementary school. In the spring of 2002 the entire McCarthy structure was demolished and the Towne School was vacated within the following months.

A paved access road and parking lot were constructed and/or renovated for access to the Damon Parker Building, a school. A third school, situated in the immediate vicinity and known as the Merriam School, has also been demolished. The junior high school and the high school are situated further northwest and north of the Site along Charter Road.

GEC reviewed Sanborn Fire Insurance Maps for the Town of Acton dated 1929, 1945 and 1953. Refer to Figures 4A through 4C for copies of the maps. According to the maps dated 1929 and 1945 the Site was improved with the current Site building utilized as the Acton High School. Properties situated east of the Site along Main Street and south of the Site along Massachusetts Avenue were partially developed with residential dwellings.

According to the map dated 1953, the McCarthy wing had been constructed. The Towne School was listed the same as the previous maps as the Acton High School. Properties situated east of the Site along Main Street and south of the Site along Massachusetts Avenue consisted of residential dwellings and a restaurant.

GEC reviewed City Directories for the Town of Acton, however available directories did not contain a listing of street names.

GEC reviewed records for the Site maintained by the Acton Building Department. Building Department records for school buildings were listed by name of school, however due to the discrepancy of address listings for all schools within the area, the file may not contain accurate information. GEC reviewed one permit on file dated May 14, 2002 for the demolition of the McCarthy School. No additional building permits pertaining to renovations or construction were on file.

2.8 Inspection of Building Interiors

On November 12, 2002, GEC conducted a visual inspection of the Site. Mr. Charter accompanied GEC. During the inspection, GEC interviewed Mr. Charter for information pertaining to Site history, facility operations, and waste handling practices. The Site inspection did not include an inspection behind walls, above ceilings or under floors. GEC inspected all readily accessible areas of the property during the performance of this investigation.

The Site building is improved with two floors and a basement. The basement consists of two small rooms situated beneath the northwest corner of the building. The basement contains the gas-fired boiler system. The first floor consists of classrooms, restrooms, two large open rooms and a storage closet. According to Mr. Charter the large open rooms were formerly utilized as a gymnasium many years ago. GEC observed sealed containers varying in size of cleaning products within the storage closet. The second floor of the building consists of classrooms, a teacher's lounge/coatroom and storage closets.

GEC did not observe evidence of a release or threat of release during the inspection of the interior of the Site building. Provided below is information regarding building interiors not provided elsewhere in the report.

Building Interior	Yes / No	Comments
Does general Site appearance suggest good housekeeping practices?	Yes	The Site is currently vacant.
What are the current Site usages and operations?		The Site was formerly utilized as an elementary school.
Are industrial processes conducted at the Site? If yes, describe.	No	
Are any of the floors dirt? If yes, indicate whether there is evidence of historic or current fuel oil or OHM usage, storage or disposal on or near the dirt floor.	No	

2.9 Inspection of Building Exterior

GEC inspected the Site exterior to determine whether evidence suggests that OHM may have been used, treated, generated, stored or released at the Site. Other information pertaining to the building exterior can be found throughout the report.

A chain-linked fence surrounds the east and south boundaries of the Site. Landscaped areas surround the Site to the south, west and north. Paved walkways are situated north and south of the Site, which lead to entrances of the Site building. A

playground containing a basketball court, swings and jungle gym is situated east of the Site building.

A post indicator valve, the exterior power switch for the sprinkler system, is located southwest of the Site building. According to persons familiar with the Site, a private septic system is situated south of the Site building. GEC and Mr. Charter, the Site contact, searched for manhole covers, which would indicate the location of the system, however due to fallen leaves the grounds surface was obstructed. A pad-mounted transformer, situated on a concrete pad, was observed along the west, northwest corner of the Site building. The gas meter (enclosed with a chain-linked fence) and a sewer clean-out pipe were observed near the northeast corner of the Site. Refer to Appendix C for Site photographs.

Building Exterior	Yes / No	Comments
Were any monitoring wells or other monitoring devices observed?	No	
Was there evidence of surficial staining?	No	
Did vegetation appear stressed?	No	
Were there soil piles or evidence of filling activities?	No	However, according to persons familiar with the Site two USTs were removed from the northeast portion of the McCarthy wing, which is not within the Site boundaries. Fill dirt may have been brought onto the Site to fill in the excavation.

3.0 REGULATORY HISTORY

GEC conducted file searches with the Massachusetts Department of Environmental Protection (MADEP) and agencies of the Town of Acton relative to the Site on November 5 & 7, 2002 and November 12, 2002, respectively. State and federal databases were accessed during an Environmental FirstSearch run on October 29, 2002 through FirstSearch Technology Corporation's database program. The Environmental FirstSearch Report is attached as Appendix B. GEC makes no representations on the accuracy of the information provided by third parties nor did GEC conduct any further independent investigations of spill incidents or sites noted herein.

3.1 Site Regulatory History

Provided below is a summary of the file search findings for the Site. Case incident, Site, or other identifying numbers are provided in the chart.

Subject Site

Is the Site on any of the following lists?	Yes / No	Description	References
Federal NPL list	No		2
Federal CERCLIS list	No		2
Federal CERCLIS NFRAP list	No		2
Federal RCRA CORRACTS facilities list	No		2
Federal RCRA non-CORRACTS TSD facilities list	No		2
Federal RCRA Generators list	No		2
Federal ERNS lists	No		2
State list of hazardous waste sites	No		2
State spill or release incidents list, prior to 1990	No		2
State spill or release incidents list, since 1990	No		2
Registered UST list	No		2
State landfill and/or solid waste disposal site list	No		2

The following table summarizes the results of GEC's file search at local agencies of Boston.

Local Agencies Information regarding environmental conditions at the Site	Yes / No	Description
Fire Department (see below)	Yes	<ul style="list-style-type: none"> Permit #3738 dated 3/31/92 for the removal of a 5,000-gallon #2 fuel oil UST. Permit #3739 dated 3/31/92 for the removal of a 5,000-gallon #2 fuel oil UST.
Board of Health	Yes	Records indicate that a septic system is located on-Site and the tank is pumped regularly. However information did not include the size or capacity of the tank nor were any Title V inspection reports noted.
Conservation Commission	No	

Based on the information provided to GEC, both the Towne and McCarthy buildings were heated with fuel oil. Plans depicting the McCarthy-Towne School indicate that a UST was situated near the northeast corner of the McCarthy wing. Although the school has been demolished, GEC has determined that this area is within the current location of the access road and is not situated within the portion of the Towne School property that is part of this investigation (i.e., the Site). Officials of the town have indicated that two USTs were removed from this area not one. Additionally officials have also indicated that the Towne School was heated with coal prior to fuel oil. Although, officials have indicated that the USTs are not located on the Site, GEC has not

found any documentation confirming that two USTs were removed from the northeast corner of the McCarthy wing.

3.2 Site Vicinity Regulatory History

Provided below is a summary of the file search findings for properties located in the vicinity of the Site. Further information on incidents occurring within 0.20-miles of the Site is provided subsequent to this table, and within Appendix B. All distances referenced in the following paragraphs are based on information provided by FirstSearch.

Site Vicinity

Are there any of the following incidents?	Yes / No	Number of Incidents	References
Federal NPL sites within 1.0 miles of the Site	No		2
Federal CERCLIS list sites within 0.5 miles of the Site	No		2
Federal CERCLIS NFRAP list at adjoining properties	No		2
Federal RCRA CORRACTS facilities list within 1.0 miles of the Site	No		2
Federal RCRA non-CORRACTS TSD facilities within 0.5 miles of the Site	No		2
Federal RCRA Generators list at adjoining properties	Yes	One	2
Any properties within 1.0 mile of the Site listed on the State list of hazardous waste sites	Yes	Seven	2
Any State spill or release incidents reported for locations within 0.5 miles of the Site, prior to 1990	Yes	Two	2
Any State spill or release incidents reported for locations within 0.5 miles of the Site, since 1990	Yes	Twenty-five	2
Any registered USTs at adjoining properties	Yes	Two	2
Any properties within 0.5 miles of the Site on the State active or inactive landfill list	No		2

Provided below is additional available information regarding properties identified on any of the above lists and located within 0.20-miles of the Site. Case incident, site, or other identifying numbers are provided in the chart. For each disposal site or spill incident the status of the incident, nature, and magnitude of the release is provided, when available. For RCRA generators, RCRA treatment, storage or disposal facilities, and NPDES permitted facilities, the status of each is provided as well as whether a notice of violation is indicated in the Environmental FirstSearch Report. For underground storage tanks (USTs), the number, age, capacity, and contents of the tanks are provided, whether the tanks are removed or closed, and whether there was any indication of leakage (based on a subsurface investigation or failed tightness test).

Property Identification, Address, and Direction and Distance from the Site	Incident Description
Baker-Whitney Oil Company 432 Massachusetts Avenue South abutter Likely crossgradient of the Site	<ul style="list-style-type: none"> Registered UST site 0-000029. Four 10,000-gallon fuel oil USTs removed, removal dates unknown. Two in-use 20,000-gallon fuel oil USTs and one in-use 1,000-gallon diesel UST, installation dates unknown.
Bell Atlantic Central Office 428 Massachusetts Avenue Southeast abutter Likely crossgradient of the Site	<ul style="list-style-type: none"> Registered UST site 0-000021. Two 750-gallon USTs removed, one 2,000-gallon diesel UST removed. One in-use 650-gallon diesel AST. RCRA NLR (no longer regulated) site MAD98511141. No violations listed. State spill site 2-10079. A release of diesel fuel was encountered during the removal of a UST in 1993, which triggered a 72-hour reported obligation. Soil analytical results indicated contamination above reportable concentrations. Approximately 30 cu/yds of soil was excavated. No volatile organic compounds (VOCs) were detected in groundwater above reportable concentrations. Soil sampling results identified total petroleum hydrocarbons (TPH) concentrations below reportable concentrations and no volatile aromatic compounds (VACs) or TPH were detected above Method 1 Standards in groundwater. A Class A-2 Response Action Outcome (RAO) was submitted in 1994.
K-Mart / Penske Auto Center 252 & 252B Main Street South, southeast abutter Likely crossgradient of the Site	<ul style="list-style-type: none"> State spill site C92-0171. Release of unknown amount of unknown material occurred 4/19/92, reported 4/20/92. Closed. RCRA Generator site MA5000002816. Generates less than 100 kg/month of hazardous waste. RCRA Generator site MAD85275387. Generates 100-1,000 kg/month of hazardous waste.
Acton Boxborough High School 14 Charter Road 500 feet north Likely crossgradient of the Site	<ul style="list-style-type: none"> State spill site 2-11393*. A release of approximately 30-gallons of waste oil from an AST overfill was reported 9/3/96. The release impacted the concrete floor and flowed beneath the concrete foundation to soil behind the building. Speedi dry was applied within the building and the exterior. Approximately 3 cu/yds of impacted soil was excavated. Soil analytical results revealed concentrations of TPH of 60 ppm to 933 ppm. TPH exposure point concentrations were calculated which indicated a "level of no significant risk". A Class A-2 RAO was submitted 11/12/96.
Meineke Muffler 263 Main Street 0.11 miles southeast Likely downgradient of the Site	<ul style="list-style-type: none"> State spill site C92-0123. Listed as state spill site 2-12283. Several USTs were removed from the property in 1984 along with impacted soil. Total xylenes and 1,3,5-trimethylbenzene were detected in soil samples. During the installation of a septic system in 1992 additional contamination was encountered. Samples analyzed for VOC, metals and Oil & Grease were non-detect. No further details available.

Property Identification, Address, and Direction and Distance from the Site	Incident Description
Bowladrome 257 Main Street 0.12 miles southeast Likely downgradient of the Site	<ul style="list-style-type: none"> State spill site 2-12032. A release of #2 fuel oil during the removal of 2,000-gallon UST was reported 12/16/97. Approximately 22 cu/yds of soil was excavated and removed. Analytical results of soil were below Method 1 Standards. Residual contamination remained beneath the building. Groundwater sampling revealed that Extractable Petroleum Hydrocarbons (EPH) and volatile petroleum hydrocarbons (VPH) were below Method 1 Standards. A Class A-2 RAO was submitted in 1998.
Sunoco Station 421 Massachusetts Avenue 0.13 miles east Likely downgradient of the Site	<ul style="list-style-type: none"> State spill site C89-0085. Release of gasoline reported 2/18/89. Listed as state disposal site 2-0745. In 1989 a subsurface investigation was implemented to determine conditions at the property. Elevated TPH were detected in soil. Benzene, toluene, ethylbenzene and xylenes (BTEX) were detected in four groundwater monitoring wells. Non-aqueous phase liquid (NAPL) was detected in one well. Approximately 20 cu/yds of soil was excavated. NAPL was pumped from the well. Four 4,000-gallon gasoline USTs, two 550-gallon waste oil USTs and one 550-gallon fuel UST were removed as well as 1,900 tons of impacted soil and 5,800-gallons of groundwater was removed from the excavation. A NPDES Exclusion Permit was issued and approximately 35,800-gallons of water was treated and discharged. Groundwater contamination decreased during the sampling round events and soil contamination remaining on site is located at a depth of two to ten feet. A Class A-3 RAO was submitted in 1999 and an Activity and Use Limitation (AUL) was implemented. State spill site C89-0235. Release of unknown amount of gasoline reported 5/4/89. ERNS site D31135/425227. Release of petroleum due to equipment failure reported 6/21/93. State spill site C93-0380. Release of gasoline due to overfill reported 8/5/93. Registered UST site 0-000812. Three in-use 10,000-gallon gasoline USTs and one 85-gallon waste oil AST. RCRA NLR site MAD000638163. No violations listed. State spill site 2-11201. A release of 20-40 gallons of gasoline was reported 4/18/96. Gasoline impacted pavement and trench drain. Speedi dry was applied and approximately 580-gallons of water/gasoline were pumped from the trench. Three 55-gallon drums of speedi dry and soil mix were removed from the trench. A Class A-1 RAO was submitted 5/23/96.
Intersection of Routes 111 & 27 Massachusetts Avenue 0.13 miles southeast Likely downgradient of the Site	<ul style="list-style-type: none"> State spill site 2-13519. During the installation of a sewer line, gasoline impacted soils were encountered. EPH, naphthalene and TPH exceeded reportable concentrations in soil. Under an Utility Release Abatement Measure (URAM) approximately 350 cu/yds of soil were excavated.
CVS 393 Massachusetts Avenue 0.16 miles southeast Likely downgradient of the Site	<ul style="list-style-type: none"> RCRA generator site MAR000015560. Generates 100-1,000 kg/month of hazardous waste

Property Identification, Address, and Direction and Distance from the Site	Incident Description
Acton Boxboro High School Hayward Road/36 or 16 Charter Road 0.20 miles north Likely crossgradient of the Site	<ul style="list-style-type: none"> State spill site 2-13502*. Approximately 30-gallons of diesel fuel released from a truck was reported 10/2/00. The release impacted the asphalt surface and a catch basin. Speedi dry was applied to the pavement and absorbent pads were placed within the catch basin. Approximately 165-gallons of water was removed from the catch basin. A Class A-1 RAO was submitted 12/8/00. State spill site 2-14265*. A release of approximately 50-gallons of non-PCB (polychlorinated biphenyls) oil from a transformer was reported 4/10/02. Sand was placed over the release area. A light oil sheen was observed within a floor drain. Absorbent pads were placed within the floor drain. Four 55-gallon drums of sand, absorbent pads and speedi dry were removed from the property. A Class A-1 RAO was submitted 6/3/02.

* = As indicated earlier, GEC noted discrepancies regarding the addresses of the school buildings. GEC determined the distance and direction of the releases based on available information provided by the MADEP and GEC's knowledge of the area.

Non-geocoded properties are properties identified on federal and state listings by town and zip code, but for which the exact location for these properties relative to the Site is unknown. GEC reviewed addresses of non-geocoded properties through FirstSearch Technology Corporation. No properties were identified through the database search as likely located within approximately ½-mile of the Site.

Provided below is information obtained from local agencies regarding nearby properties.

Local Agencies Information regarding environmental conditions at properties within 0.2 miles of the Site.	Yes/ No	Property address, location and distance	Description
Fire Department	No		
Board of Health	No		
Conservation Commission	No		

4.0 PREVIOUS REPORTS

GEC was not provided with previous reports of the Site pertaining to environmental conditions. Mr. Charter obtained asbestos inspection/abatement reports along with building plans of the McCarthy-Towne School. Refer to Section 5.3 for a summary of the asbestos reports.

5.0 SITE CONDITION

5.1 Underground Storage Tanks

During the Site inspection, GEC searched for evidence of the current and historic use of above ground storage tanks (AST) and USTs. GEC searched for the features or situations, which could indicate the current or prior existence of ASTs or USTs.

GEC did not observe ASTs or indications of USTs such as fill and vent pipes or pavement scars during the Site inspection. According to information provided by the Massachusetts Housing Partnership Fund and Mr. Charter, the Site building was formerly heated with #2 fuel oil stored within an UST.

The Acton Fire Department provided the following information:

- Permit #3738 dated 3/31/92 for the removal of a 5,000-gallon #2 fuel oil UST.
- Permit #3739 dated 3/31/92 for the removal of a 5,000-gallon #2 fuel oil UST.

As indicated earlier plans depicting the McCarthy-Towne School indicate that a UST was situated near the northeast corner of the McCarthy wing approximately 300 feet from the Site boundary. Although the school has been demolished, GEC has determined that this area is within the current location of the access road and is not situated within the portion of the Towne School property that is part of this investigation. Based on information provided by public officials this UST was removed without incident, however no reports could be located indicating analytical results of confirmatory samples. Town officials have also indicated that two USTs were removed from this area, however plans reviewed by GEC depicted one UST at this location. Officials have indicated that coal was used to heat the Towne School prior to the addition of the McCarthy wing. GEC found no documentation confirming this as a heat source. Refer to Appendix D for copies of the information provided from the Acton Fire Department.

5.2 Floor Drains and Stormwater Drains

The interior and exterior of the Site were inspected for the presence of catch basins, dry wells, storm drains, or floor drains. GEC did not observe any catch basins, drywells or storm drains within the immediate vicinity of the Site.

Floor drains were observed within the restrooms of the building. No floor drains were observed within the basement of the building. The floor drains reportedly discharge to the on-Site private septic system.

5.3 Asbestos Containing Materials (ACM)

Mr. Charter provided GEC with three reports pertaining to asbestos abatement and sampling. The first report, entitled Final Report for the Asbestos Abatement Project at McCarthy-Towne School, dated September 30, 1998 was prepared by Universal Engineering Corporation (Universal) for the Acton Public Schools. According to the report abatement activities consisted of the removal and disposal of ACM vinyl asbestos tile and mastic within the kitchen. According to an "Asbestos Disposal & Documentation Form" five yards of ACM was removed from the building. Based on GEC's inspection of the Site and interview with Mr. Charter the kitchen was situated within the McCarthy wing, which has since been demolished.

The second report, entitled AHERA Third Three Year Re-Inspection Report at Acton McCarthy-Towne School dated November 24-25, 1998 was prepared by Universal for the Acton Public Schools. On November 24, 1998 Leonard J. Busa, a state-certified asbestos inspector at Universal conducted a re-inspection and asbestos sampling of the Site building. Samples were collected from homogeneous areas throughout each building. Homogeneous areas are classified as materials of similar appearance and texture. Samples of miscellaneous materials (consisting of floor tiles, ceiling tiles and adhesives) and thermal system insulation (material applied to pipes, fittings and boilers) were collected and analyzed from select areas throughout the building. Samples analyzed with thermal system insulation were collected from beneath the ceiling, i.e. ceiling tiles were not removed and items above the ceiling, if any, were not tested. According to the summary chart provided with the report "0%" was listed for all areas analyzed with the exception of thermal system insulation within the area identified as Toilet 6 (situated along the east side of the building) which was listed as positive for asbestos, however the summary does not identify what type of asbestos or what percentage is considered positive. Areas where positive percentages of chrysotile and amosite (forms of asbestos) were detected were located within the McCarthy wing.

The third report, entitled AHERA Three Year Re-Inspection Report at McCarthy-Towne School dated April 5, 2002 was prepared by Universal for the Acton Public Schools. On April 5, 2002 Dan Obrzut, a state certified asbestos inspector conducted a re-inspection of building materials originally inspected in 1998. Based on the observation, all asbestos containing building materials (ACBM) were found to be in fair

to good condition and should be maintained in good condition. "The ACM is scheduled to be removed as part of the demolition project of the McCarthy School". No additional reports were on file. Refer to Appendix D for copies of the reports prepared by Universal Engineering Corporation.

During the Site inspection, GEC made observations for building materials likely to be ACM. Sample collection and confirmatory optical analyses were not performed, and were beyond the scope of this investigation. During inspection of the Site building GEC made attempts to view insulation materials and behind walls whenever possible, without being invasive. GEC assumed that any suspected ACM encountered during the survey was constant throughout the building between floors, behind walls, and in ceiling spaces. GEC observed the following materials throughout the building: suspended ceiling tiles and drywall/plaster ceilings; vinyl floor and ceramic floor tiles; and drywall/plaster walls and ceramic wall tiles.

5.4 Oil and Hazardous Materials (OHM)

This section supplements information provided in Sections 3.1 and 5.1.

OHM Use and Storage	Yes / No	Description
Is OHM use and storage limited to consumer quantities of cleaning materials, paints and similar products, unless otherwise indicated in Section 3.1 or 5.1?	Yes	GEC observed several sealed containers of cleaning products within a storage closet.
Are there any hazardous material storage permits?	No	
Are there Material Safety Data Sheets maintained on-Site?	No	
Is there a Community Right-to-Know plan on-Site?	No	
Are there safety plans; preparedness and prevention plans; spill prevention, counter measure, and control plans?	No	

5.5 Waste Oil and Hazardous Waste

During the Site inspection, GEC made observations for evidence of the treatment, storage, disposal, or generation of hazardous waste and waste oil, including the improper disposal of oil or hazardous material. No waste oil or hazardous waste is currently or has historically been generated on-Site.

5.6 Solid Waste

During the Site inspection, GEC made observations for evidence of proper and improper solid waste disposal at the Site. The Site is currently vacant, therefore no solid waste is generated. No evidence of the improper disposal of solid waste was noted at the time of GEC's inspection.

5.7 Wastewater

During the Site inspection, GEC made observations for evidence of the generation, treatment, or discharge of wastewater, including the improper disposal of wastewater. Sanitary wastewater generated on the Site is currently and has been historically discharged to a private septic system. Information on file with the Board of Health indicated that the system was pumped regularly, however no information was on file pertaining to the size, capacity or Title V inspections of the septic system.

5.8 Polychlorinated Biphenyls (PCBs)

During the Site inspection, GEC made observations for equipment likely to contain PCB oil. Equipment likely to contain PCB oil includes electrical transformers, capacitors, hydraulic equipment and oil switches. Dry-type transformers typically do not contain PCBs.

GEC observed a pad-mounted transformer adjacent to the northwest corner of the Site building. The transformer is situated on a concrete pad. Two pole-mounted transformers were observed southeast and southwest of the Site along Massachusetts Avenue. The ages of the transformers are unknown, however the transformers appeared to be in good condition during the Site inspection with no signs of leakage.

5.9 Lead Paint

GEC conducted an inspection of building surfaces within inspected areas throughout the Site building for the potential presence of lead-based paint. Although the building is unoccupied and prior use has included an elementary school, based on conversations with Massachusetts Housing Partnership Fund, the Site will be converted for residential use. GEC observed painted walls, doorways and windows sills throughout the building. Painted surfaces appeared to be in good condition at the time of the inspection. No information was found within municipal and school department records

indicating that surfaces throughout the Site building had been sampled and analyzed for lead.

6.0 FINDINGS

At the request of Massachusetts Housing Partnership Fund, GEC conducted an Environmental Site Assessment of the Three Charter Road property located in Acton, Massachusetts. This survey consisted of a surficial Site inspection, interviews, and review of available information at state and local agencies. GEC's investigation did not include any testing or analysis of surficial or subsurface media, or building materials.

Site Conditions

- Based on information provided by the Town of Acton Engineering Department, the Site consists of 1.23-acres. The Site is currently owned by the Town of Acton and is improved by one two-story building. The Site, formerly known as the Towne School, an elementary school, was vacated within the last several months. The Site building consists of classrooms and a boiler room. The remainder of the Site consists of landscaped areas as well as a playground.
- Properties surrounding the Site to the north, northeast and northwest consist of schools. Residential and commercial properties are situated east and south of the Site.

Site History

- According to available information and interviews with persons familiar with the Site, the Towne School (Site building) was developed during the 1920's. The school during this timeframe was utilized as the Acton High School. During the 1950's, the Towne School was converted to an elementary school and an addition was constructed along the northeast corner of the Site building, which extended further northeast of the Site. The addition was known as the McCarthy wing and consisted of one-story and a basement. The two buildings became known as the McCarthy-Towne School and were utilized as an elementary school. In the spring of 2002 the entire McCarthy structure was demolished and the Towne School was vacated within the following months.
- Properties in the immediate vicinity were developed during the early 1900's and have consisted of residential and commercial properties.

Sensitive Land Uses / Environmental Resources

- The Site and surrounding vicinity are situated within an area of protected open space. Great Hill, an area of protected open space, is located approximately 1,500 to 3,000 feet southeast of the Site. No other environmental resource areas, including ACEC, IWPA's or SSAs, were identified within 1,000 feet of the Site.

Polychlorinated Biphenyls (PCB)

- GEC observed a pad-mounted transformer adjacent to the northwest corner of the Site building. The transformer is situated on a concrete pad. Two pole-mounted transformers were observed southeast and southwest of the Site along Massachusetts Avenue. The ages of the transformers are unknown, however the transformers appeared to be in good condition during the Site inspection with no signs of leakage.

Storage Tanks

- GEC did not observe ASTs or indications of USTs such as fill and vent pipes or pavement scars during the Site inspection. According to information provided by the Massachusetts Housing Partnership Fund and Mr. Charter, the Site building was formerly heated with #2 fuel oil stored within an UST.
- Fire Department records indicate that two 5,000-gallon #2 fuel oil USTs were removed from the McCarthy School in 1992. Information reviewed by GEC indicates that one UST was situated near the northeast corner of the McCarthy wing. Town officials indicated that two USTs were removed from this area, however GEC has not found documentation confirming this.
- Records viewed via Environmental FirstSearch and town agencies located three properties with registered USTs within 0.20-miles of the Site. Based on interpretation of topography and the USGS quadrangle these properties appear to be cross- and downgradient of the Site.

Solid Waste

- The Site is currently vacant, therefore no solid waste is generated. No evidence of the improper disposal of solid waste was noted at the time of GEC's inspection.

Hazardous Materials and Waste

- Other than consumer quantities of cleaners, GEC did not observe the storage of OHM.

- No waste oil or hazardous waste is currently or has historically been generated on Site.

Asbestos

- GEC observed the following materials throughout the building: suspended ceiling tiles and drywall/plaster ceilings; vinyl floor and ceramic floor tiles; and drywall/plaster walls and ceramic wall tiles.
- According to AHERA inspection reports provided to GEC, no positive results for ACM were found within the Site building, with the exception of Toilet 6 (situated along the east side of the building). The thermal system insulation within this area tested positive for asbestos, however no information was provided on the identity and what percentage was considered positive.

Lead Paint

- Although the building is unoccupied and prior use has included an elementary school, based on conversations with Massachusetts Housing Partnership Fund, the Site will be converted for residential use. GEC observed painted walls, doorways and windows sills throughout the building. Painted surfaces appeared to be in good condition at the time of the inspection. No information was found within municipal and school department records indicating that surfaces throughout the Site building had been sampled and analyzed for lead.

Filesearch

- GEC found no CERCLIS or NPL sites within ½-mile of the Site.
- Six state disposal sites and twenty-seven spill sites of OHM are located within a ½-mile radius of the Site. Several releases have occurred within the immediate vicinity of the Site. The Acton Boxborough High School, which is situated approximately 0.20 miles north of the Site, is a listed state spill site. Three releases have occurred within 500 feet to 0.20 miles of the Site associated with this property. A release of waste oil from an AST overflow occurred in 1996 impacting the concrete floor and soil behind the building. Speedi-dry was applied as well as three cubic yards of impacted soil was excavated. A Class A-2 RAO was submitted to the MADEP. Two additional releases for which Class A-1 RAO were submitted to the MADEP occurred in 2000 and 2002.
- Additional releases, which have occurred abutting to or within 0.13 miles of the Site, have been delineated and have achieved regulatory closure. Based on the

cross-/downgradient location of these properties to the Site, subsurface conditions at the Site are unlikely to have been impacted by the off-Site releases.

- Based on topography and interpretation of the USGS quadrangle, groundwater flow in the vicinity of the Site is likely to the south and east toward Fort Pond Brook.

7.0 OPINION

GEC can make no definitive conclusion regarding current on-Site subsurface conditions relative to a release of OHM. However, based on available information the Site building was formerly heated with fuel contained within an UST. Information indicates that two USTs were removed from the McCarthy-Towne School. Based on historic plans GEC has determined that one UST was situated northeast of the McCarthy wing (approximately 300 feet from the Site boundary) while the location of the second UST could not be determined. Town officials have also indicated that two USTs were removed from this location however no documentation could be located confirming this. To date no additional information has been obtained regarding this USTs.

8.0 CONCLUSIONS

GEC has performed a Phase I Environmental Site Assessment in conformance with the scope and limitations of ASTM Practice E 1527 of Three Charter Road located in Acton, Massachusetts, the property. Any exceptions to, or deletions from, this practice are described in Section 1.0 of this report.

GEC identified the following conditions for the Site. These conditions are not considered recognized environmental conditions in accordance with ASTM Standard E1527-00.

- GEC observed the following materials throughout the building: suspended ceiling tiles and drywall/plaster ceilings; vinyl floor and ceramic floor tiles; and drywall/plaster walls and ceramic wall tiles. The materials appeared in good condition at the time of GEC's inspection. According to inspection reports provided to GEC, no positive results for ACM were found within the Site building, with the exception of Toilet 6 (situated along the east side of the building). The thermal system insulation within this area tested positive for asbestos, however no information was provided on the identity and what percentage was considered positive.

- Although the building is unoccupied and prior use has included an elementary school, based on conversations with Massachusetts Housing Partnership Fund, the Site will be converted for residential use. GEC observed painted walls, doorways and windows sills throughout the building. Painted surfaces appeared to be in good condition at the time of the inspection.
- Several releases have occurred within the vicinity of the Site, however the releases have been delineated and in most cases have achieved regulatory closure.

GEC identified the following conditions for the Site. These conditions are considered recognized environmental conditions in accordance with ASTM Standard E1527-00.

- Based on interviews with persons familiar with the Site, the Site building was formerly heated with fuel oil contained within an UST and coal. Fire Department records indicate that two USTs were removed from the McCarthy-Towne School. Based on historic plans GEC has determined that one UST was situated northeast of the McCarthy wing approximately 300 feet from the Site's border. Although no releases have been reported for this UST, due to the close proximity of the former UST to the Site, uncertainties of confirmatory samples as well as uncertainties surrounding the second UST, subsurface conditions at the Site may have been impacted by a release of OHM.

9.0 WARRANTY

The conclusions contained in this report are based on the information readily available to GEC as of February 24, 2003. The scope of services for this investigation included those issues within the scope and meaning of Massachusetts General Laws, Chapter 21E and the associated Massachusetts Contingency Plan. The conclusions and recommendations may require revisions if future regulatory changes occur.

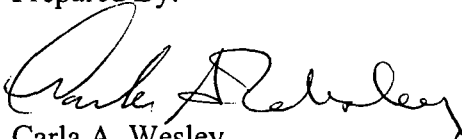
Compliance with other environmental and workplace statutes and regulations was not included in the approved scope of services. No representations regarding the condition of subsurface soils or groundwater quality at the Site can be made based on GEC's approved scope of services. GEC provides no warranties on information provided by third parties and contained herein. Data compiled was in accordance with GEC's approved scope of services and should not be construed beyond its limitations. Any interpretations or use of this report other than those expressed herein are not warranted.

The use, partial use, or duplication of this report without the express written consent of Goldman Environmental Consultants, Inc. is strictly prohibited. This report is subject to GEC's Contract for Consulting Services with the Client.

Respectfully submitted,

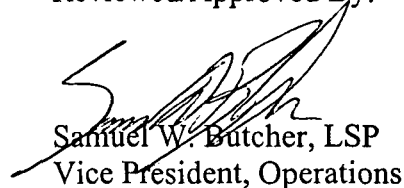
Goldman Environmental Consultants, Inc.

Prepared By:



Carla A. Wesley
Manager, Environmental Site Assessments

Reviewed/Approved By:



Samuel W. Butcher, LSP
Vice President, Operations

P:\Projects\1176-Mass Housing Ptnr\1176-2010 Report.doc



FIGURES

FIGURES



U-D TopoQuad Copyright © 1999 DeLorme Yarmouth, ME 04096 Source Data: USGS 346 ft Scale: 1:12,800 Detail 14-0 Datum: WGS84

USGS 7.5 Minute Topographic

Maynard
Massachusetts Quadrangle



Goldman Environmental Consultants, Inc.
60 Brooks Drive
Braintree, MA 02184
(781)356-9140 Fax: (781)356-9147
www.goldmanenvironmental.com

SITE LOCUS

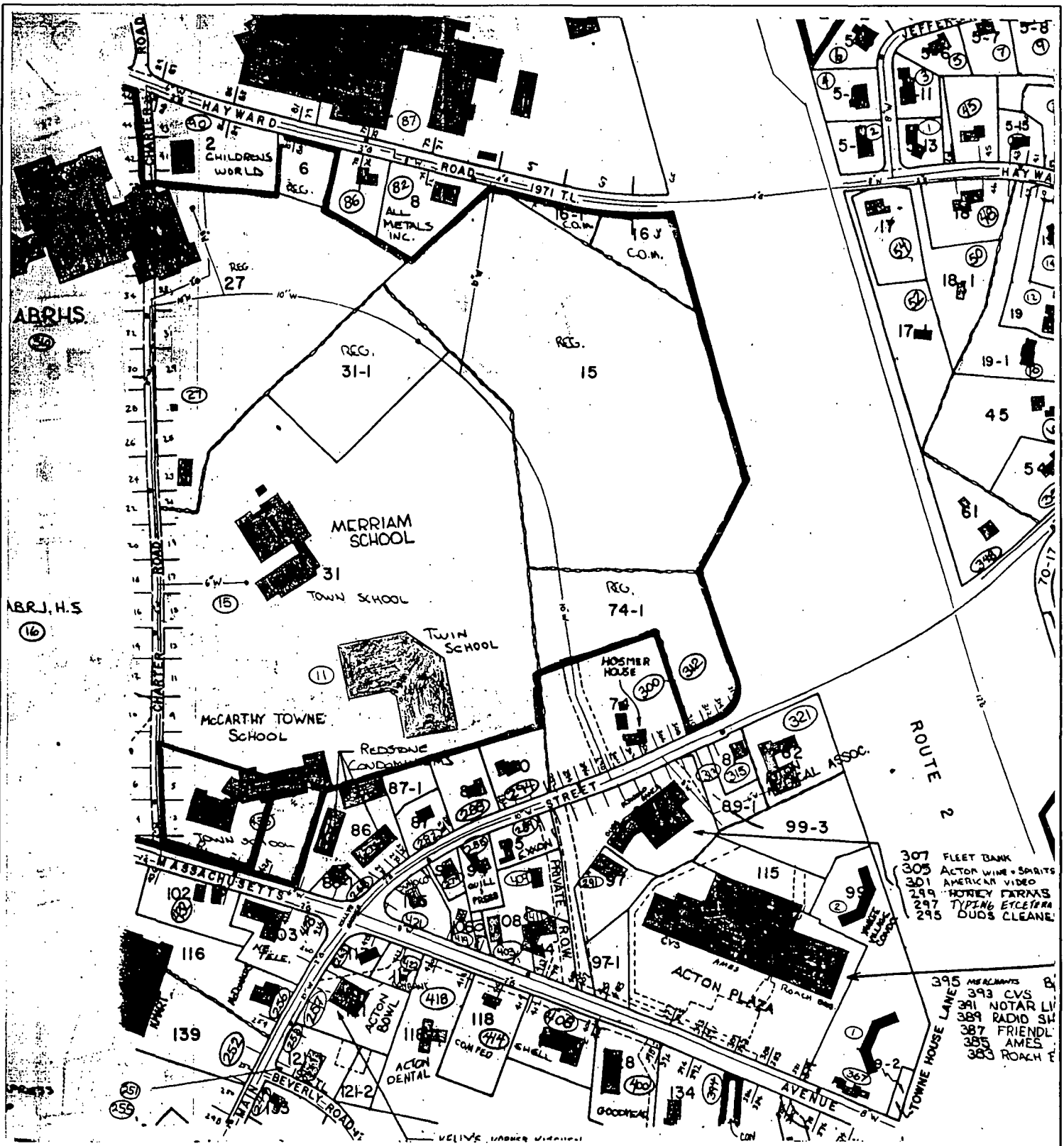
Three Charter Road
Acton, Massachusetts

GEC Project #: 1176-2010

Figure 1

Scale
1 : 12,800





Town of Acton Assessor's Map F-3



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60 Brooks Drive
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(781)356-9140 Fax (781)356-9147
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ASSESSOR'S MAP

Three Charter Road
Acton, Massachusetts

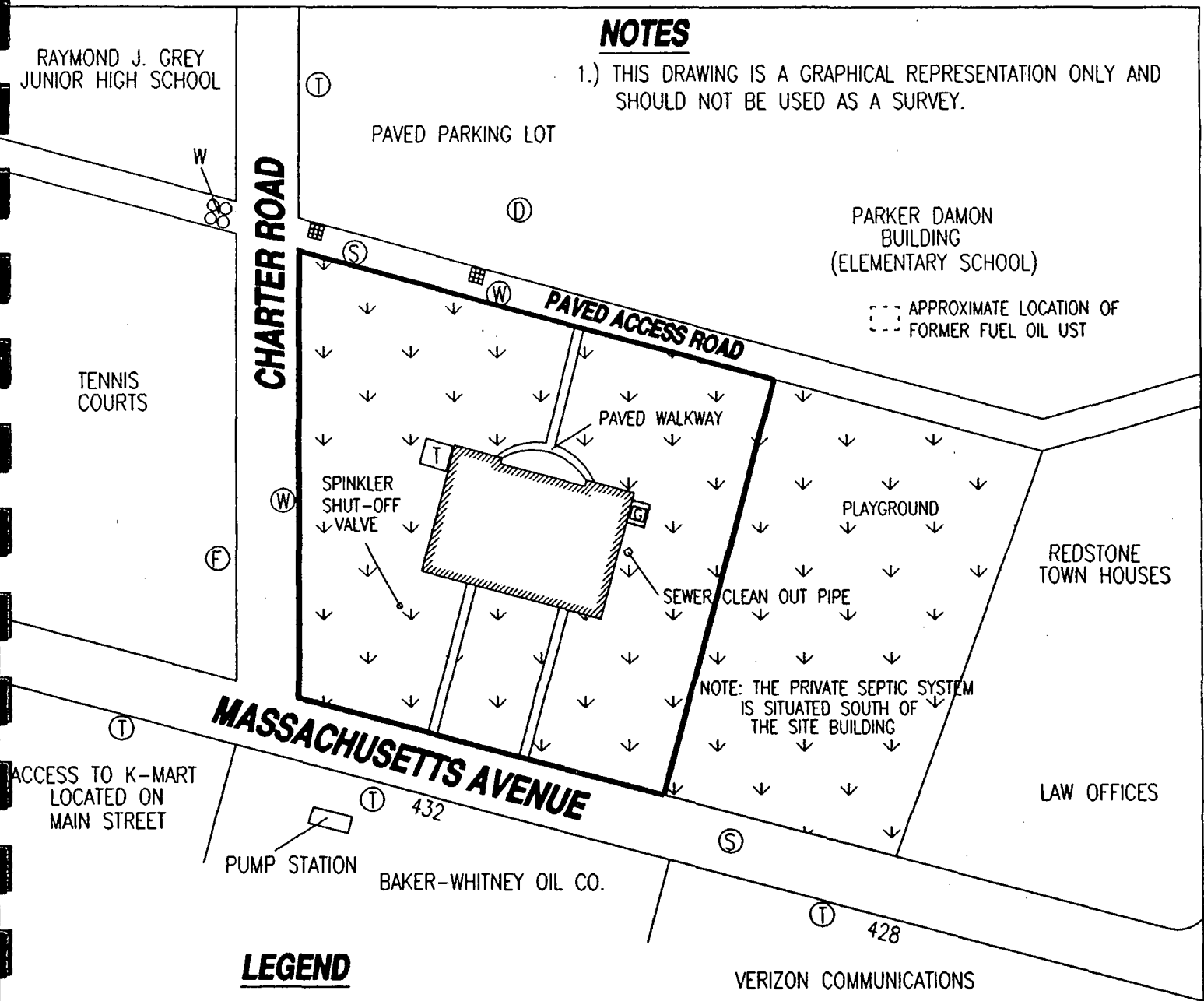
GEC Project #: 1176-2010

Figure 2



NOTES

- 1.) THIS DRAWING IS A GRAPHICAL REPRESENTATION ONLY AND SHOULD NOT BE USED AS A SURVEY.



LEGEND

	SITE		PAD-MOUNTED TRANSFORMER
	SITE BUILDING		GAS METER
	SEWER LINE		CATCH BASIN
	POLE-MOUNTED TRANSFORMER		FIRE HYDRANT
	DRAIN LINE		CHAIN-LINK FENCE
	WATER LINE		LANDSCAPING

BASEMAP TAKEN FROM TOWN OF ACTON ASSESSOR'S MAP #F-3.



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60 Brooks Drive
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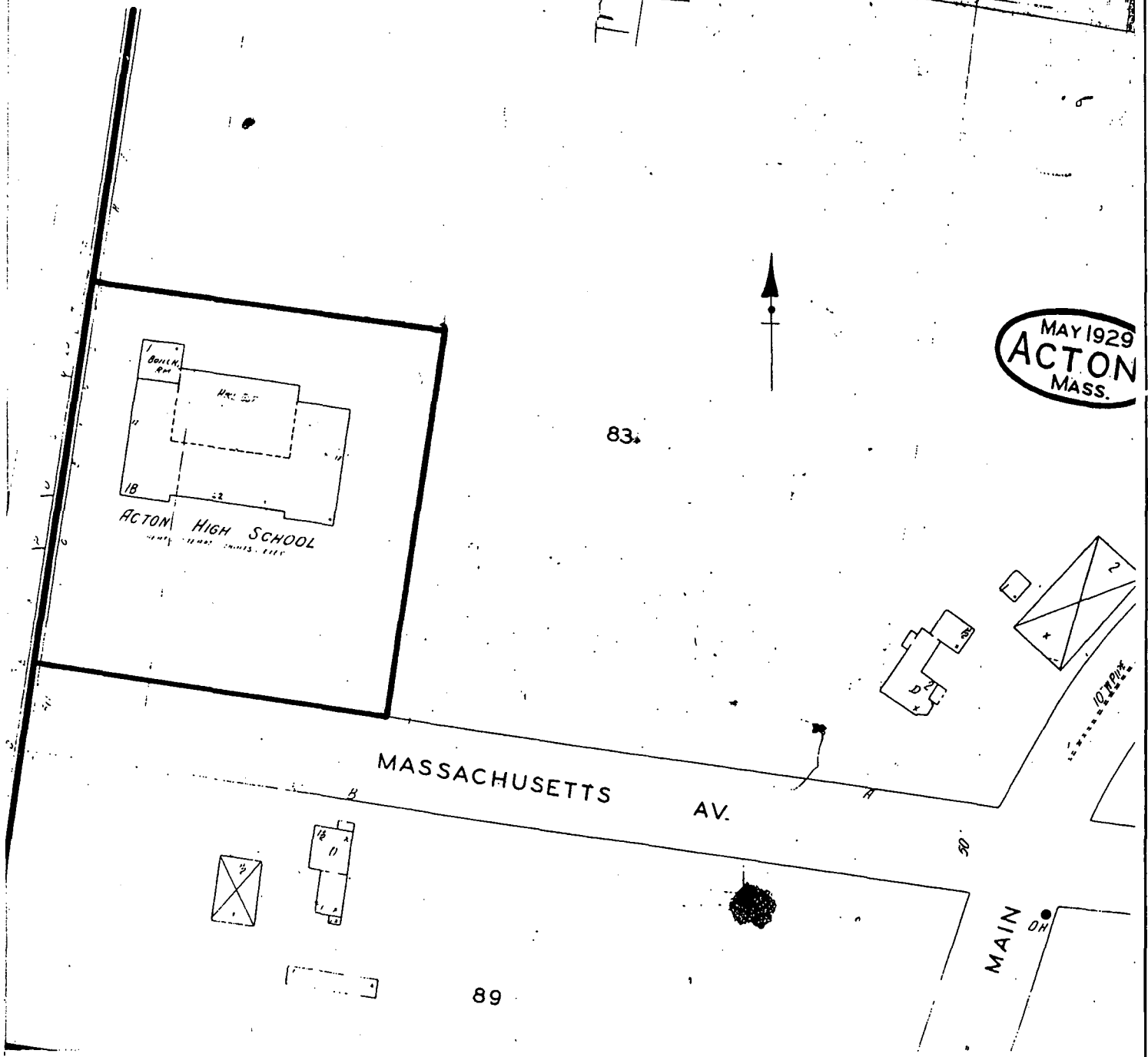
Site Plan

Former Towne School
3 Charter Street
Acton, Massachusetts
GEC Project Number 1176-2010
GEC File Number 111502A

FIGURE 3

SCALE
1" : 110'





Sanborn Fire Insurance Map, dated 1929



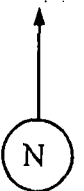
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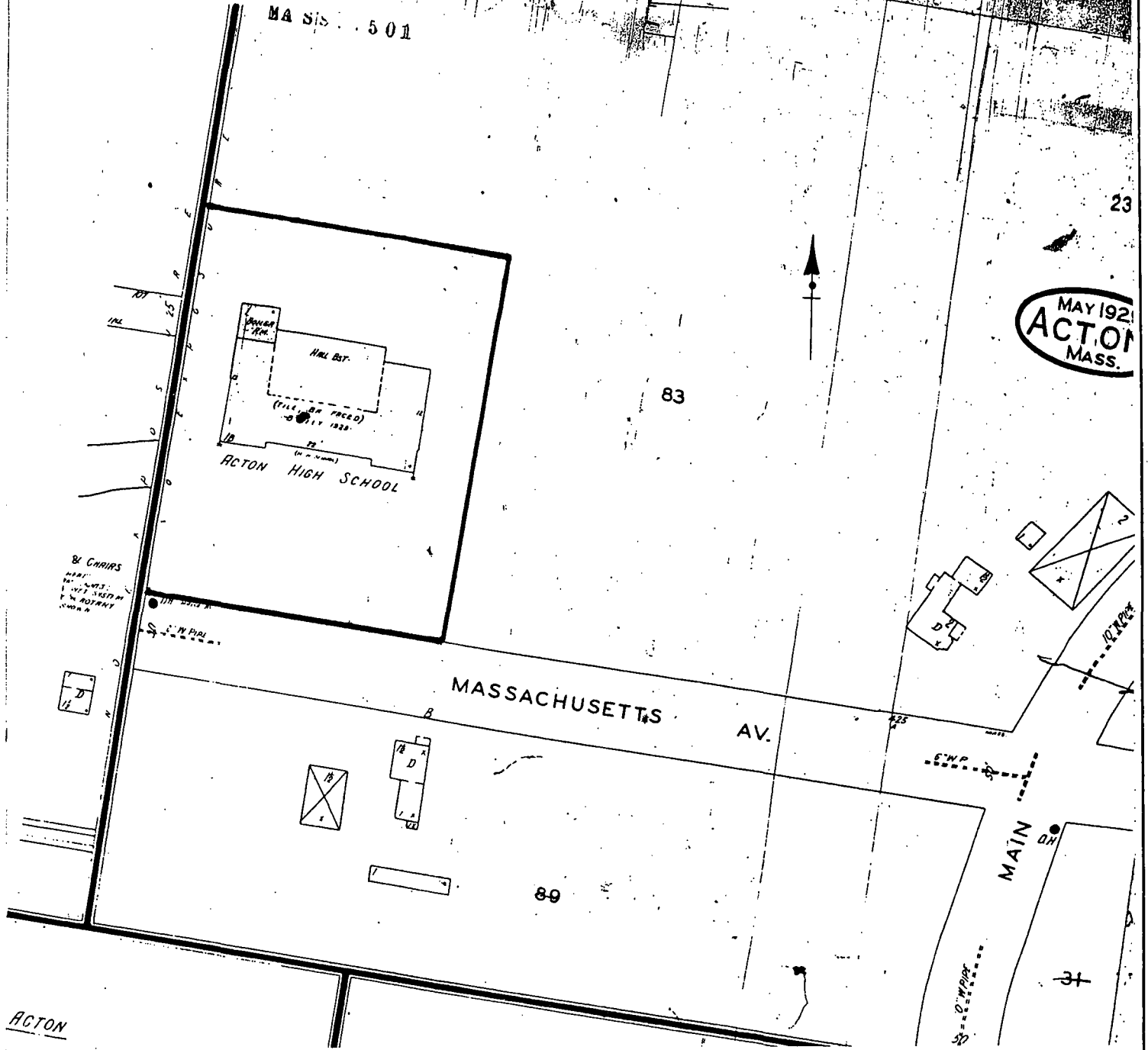
SANBORN MAP

Three Charter Road
Acton, Massachusetts

GEC Project #: 1176-2010

Figure 4A





Sanborn Fire Insurance Map, dated 1945



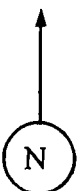
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SANBORN MAP

Three Charter Road
 Acton, Massachusetts

GEC Project #: 1176-2010

Figure 4B





Sanborn Fire Insurance Map, dated 1953



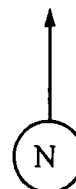
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SANBORN MAP

Three Charter Road
Acton, Massachusetts

GEC Project #: 1176-2010

Figure 4C



ACTON-BOXBOROUGH BURNER CONVERSION SPECIFICATION

10/09/91

SECTION 00300

PROPOSAL FORM

1. Submit proposals in strict compliance with *Instruction to Bidders*.
2. Fill in all blanks. The Owner reserves the right to reject incomplete proposal forms.
3. This bidding document is not part of the Contract Documents, unless specifically referenced in the Owner/Contractor Agreement.
4. Contractor: (Fill in your complete name and address.)

George T. Wilkinson, Inc.

280 Libbey Parkway, E. Weymouth, MA 02189

5. Base Bids: The Base Bids shall include the two (2) contracts. The Contractor is to provide separate bid prices for each of the Contracts delineated below:

- a. Acton-Boxborough Regional High School and Junior High School.

The Contractor proposes to perform all of the Work required by the Contract Documents for this Contract for the amount of: (Fill in amount in words and numbers.)

Fifty Thousand Five Hundred

Forty-four

\$ 50,544.00

- b. All other Acton Public Schools, and the Blanchard Auditorium.

The Contractor proposes to perform all of the Work required by the Contract Documents for this Contract for the amount of: (Fill in amount in words and numbers.)

One Hundred Forty-one Thousand Two

Hundred Twenty-five

\$ 141,225.00

6. Unit Prices: The following unit prices shall be used for pricing of future additions (extras) or deletions (credits) to the specified scope of work:

Ductwork: 2.25 \$/lb. installed

Automatic Dampers: 1.00 \$/ft² installed

Louvers: 3.40 \$/ft² installed

7. Contractors Option: The Contractor has an option involving routing of the new gas line for the McCarthy-Towne School. Drawing MSK-9A shows the piping running over the existing roofs from the existing utility company meter on the south side of the Towne Wing to the Towne Boiler Room located on the North side of the Towne Wing and to the McCarthy Boiler Room in the McCarthy Building. The Contractor may choose to run the piping below grade. Work required

ACTON-BOXBOROUGH BURNER CONVERSION SPECIFICATION

10/09/91

to provide below grade routing of the new gas line is included in, but not limited to, the following Sections: 02071 - Selective Demolition, 02220 - Trenching, 02800 - Site Improvements, and Section 15500 - Mechanical. Refer to Drawing MSK-9B: "McCarthy-Towne School Plan, Alternate Gas Pipe Routing." The Contractor shall include in his Base Bid Price the lower cost of the two options.

8. **Bonds:** The Contractor is required to furnish a performance bond (AIA Form A312) for the entire (100%) value of the Work. One bond will be required for each contract. Add the following amounts to the Base Bid amount:

- a. Acton-Boxborough Regional High School and Junior High School. \$ 1,450.00
b. All other Acton Public Schools, and the Blanchard Auditorium. \$ 4,200.00

9. **Time:** The Contractor proposes to commence work, pursue it in general accordance with the Conceptual Construction Schedule as specified and achieve Substantial Completion of all Phases of the work (subject to authorized adjustments) on the following dates:

Starting Date: October 18, 1991 upon award of Contract and Notice to Proceed

Completion Date: Dec 31, 1991.

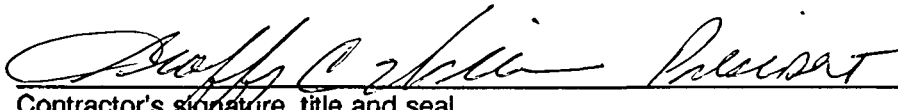
Note: Attach explanation if proposed date differs from those specified.

10. By submitting this bid, the Contractor certifies that he has visited the project site, he is aware of existing conditions which may affect his work, and he has received and reviewed the Instructions to Bidders and the Contract Documents, including the following Addenda: (List Addenda received.)

Addendum #1 dated September 27, 1991 Addendum #3 dated 10/10/91
Addendum #2 dated September 27, 1991

Received via fax 10/9/91.

11. Signed and sealed this 11th day of October, 1991.


Contractor's signature, title and seal.

END OF PROPOSAL FORM

UPDATE STATEMENT

This form is to be completely filled out and signed by the bidder and must accompany every bid on a public building project subject to M.G.L. Chapter 149, Section 44 A-J. Information is to cover the period from the date of the contractor's most recently filed Contractor Qualification Statement (CQS) to the bid date.

Requested information is referenced to sections of the CQS and is to be submitted in the same format. If additional space is needed, please attach additional sheets.

TO THE AWARDING AUTHORITY:

Information in the low bidder's update statement must be reviewed and verified to the satisfaction of the Awarding Authority before a contract is awarded. The bidder's performance on projects completed since his last certification (item 1) must be a part of the review and some references should be contacted by the Awarding Authority as part of its own investigation. If the awarding authority determines that the bidder does not demonstrably possess the skill, ability and integrity necessary to faithfully perform the work, it shall reject the bid.

An unsigned statement or furnishing false information shall cause the bid to be rejected. The Awarding Authority may, at its discretion, give the bidder notice of other defects or omissions and an opportunity to make revisions to the update statement. A contractor's bid shall not be rejected if there are mistakes or omission of form, provided the contractor promptly corrects these mistakes or omissions upon request of the Awarding Authority.

The Awarding Authority shall determine the cost to complete the remaining work of the contractor's projects currently underway (item 4). The bidder may not be awarded a contract which, when added to the cost to complete all other currently held contracts, would exceed the contractor's aggregate rating limit indicated on his Certificate of Eligibility.

CONTRACTOR'S AFFIDAVIT:

I swear under the pains and penalties of perjury that the answers and statements below, as well as those attached, are true, and that the accompanying bid is in all respects bona fide, fair and made without collusion or fraud with any other person.

OCTOBER 11, 1991
Bid Date

ALT TO GAS Conversion
Project Number

Town of Acton
Awarding Authority

George T. Wilkinson, Inc.
Print Name of Bidder

280 Libbey Pkwy., E. Weymouth, MA 02189
Business Address

617-335-2622
Telephone Number


Signature of Bidder

UPDATE STATEMENT: CONTRACTOR QUESTIONNAIRE

1. List all construction projects your firm has completed since the date of your most recent Contractor Qualification Statement. (See Item 4.6 of the CQS.)

PROJECT TITLE	LOCATION	CATEGORY	CONTRACT AMOUNT	START/END DATES
Sharon Schools	Sharon, MA	HVAC	\$410,000.	8-90/8-91
Natick Court	Natick, MA	HVAC	106,264.	9-90/12-90
Emerson College	Boston, MA	HVAC	69,000.	11-90/3-91
Woods Hole Oceanographic Inst.	Woods Hole, MA	HVAC	42,475.	10-90/4-91
Northeastern University	Boston, MA	HVAC	80,000.	8-90/9-91

2. List all information concerning references from each project listed in item 1, above.

PROJECT TITLE	COMPANY NAME	CONTACT PERSON	AREA CODE	TELEPHONE NUMBER
	OWNER			
	DESIGNER	See Attachment "A"		
	GC			
	OWNER			
	DESIGNER			
	GC			

3. List all construction projects your firm has in process on this date.

PROJECT LOCATION	CATEGORY	CONTRACT AMOUNT	% COMPLETE	START/END DATES	ON SCHEDULE?
N.Attleboro	HVAC	\$169,900.	40	8-1/11-1	yes
Cambridge, MA	HVAC	50,000.	50	9-1/12-1	yes
Quincy, MA	HVAC	163,000.	10	8-15/1-1	yes
Westboro, MA	HVAC	48,000.	50	8-15/10-15	yes
Boston, MA	HVAC	110,000.	95	8-16/9-15	yes

4. List the total cost to complete the projects listed in item 3, above: \$ 324,000.00

5. List all information concerning references from each project listed in item 3, above.

PROJECT TITLE	COMPANY NAME	CONTACT PERSON	AREA CODE	TELEPHONE NUMBER
	OWNER			
	DESIGNER			
	GC			
	OWNER	See Attachment "B"		
	DESIGNER			
	GC			

6. List each project which your firm has failed to complete since the date of your most recent Contractor Qualification Statement, and describe the circumstances leading to the project failure. (See Item 4.12 of the CQS.)

PROJECT TITLE	CONTRACT AMOUNT	START DATE	CIRCUMSTANCES
			None

7. List the names of all supervisory personnel, such as project managers and superintendents, who will be assigned to the project if your organization is determined to be the low bidder. Attach resumes of these personnel.

NAME	TITLE OR FUNCTION

8. Describe in detail any significant changes to your firm's business organization, financial condition, or bonding references that have taken place since the date of your Contractor Qualification Statement. (See Parts II and V of the CQS.) None
9. Describe all legal or administrative proceedings which are currently pending against your firm or a principal of your firm, or which have been concluded adversely to your firm or a principal of your firm, since the date of your Contractor Qualification Statement, and which relate to procurement or performance of any public or private construction contracts, and any criminal law proceedings relating to embezzlement, theft, forgery, bribery, falsification or destruction of records or receipt of stolen property. Include a description by docket number, court or agency; names of parties; and the basis of the legal or administrative proceeding. None

[illegible]

[illegible]

EXHIBIT "B"

Geoffrey C. Wilkinson

1972 Graduate Mass. Maritime Academy
B.S. Marine Engineering
Mechanical Engineering
Electrical Engineering Degrees
U.S.N.R-R Lieut. Commander
U.S.C.G. License Chief Engineer Unlimited

COMMONWEALTH OF MASSACHUSETTS

Master Pipefitter
Oil Burner Unlimited
2nd Class Engineer
Journeyman Gas Fitter

STATE OF RHODE ISLAND

Master Pipefitter
Master Gasfitter
Oil Burner E License
1972-1976 Mobil Oil Corporation
Engineering Officer
Deep Sea Tanker Fleet
1976-Present President
George T. Wilkinson, Inc.

Robert S. Connolly V.P. General Manager

Over 25 Years in Oil Burner
Industry-- Graduate Mass Trade Oil Technician 1965
Attended Wentworth Institute for Electrical. Graduate
of Northeastern Tech.School Heat & Air Conditioning

COMMONWEALTH OF MASSACHUSETTS

Oil Burner -- Unrestricted
Newbury Jr. College Business Administration

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE

Library
Junior High School

October 17, 1991

RECOMMENDATIONS

Recommendation to Approve Boiler Conversion Project Contractor

Enc. 1 is a copy of the bid results form for the boiler conversion project for the Acton-Boxborough Regional School District. The low bid is from George T. Wilkinson, Inc. of East Weymouth, Massachusetts. Enc. 2 is a copy of correspondence from our engineer, Mr. Jay M. Silverston recommending that the contract for boiler conversion be awarded to George T. Wilkinson, Inc.

The administration recommends that the contract for the boiler conversion project for the Acton-Boxborough Regional School District be awarded to the low bidder, George T. Wilkinson, Inc., P.O. Box 147, East Weymouth, MA at their bid price of \$50,544.

ACTON SCHOOL COMMITTEE

Library
Junior High School

October 17, 1991

RECOMMENDATIONS

Recommendation to Approve Boiler Conversion Project Contractor

Enc. 1 is a copy of the bid results form for the boiler conversion project for the Acton Public Schools. The low bid is from George T. Wilkinson, Inc. of East Weymouth, Massachusetts.

Enc. 2 is a copy of correspondence from our engineer, Mr. Jay M. Silverston recommending that the contract for boiler conversion be awarded to George T. Wilkinson, Inc.

The administration recommends that the contract for the boiler conversion project for the Acton Public Schools be awarded to the low bidder, George T. Wilkinson, Inc., P.O. Box 147, East Weymouth, MA at their bid price of \$141,225.

JAY M. SILVERSTON
and Associates Inc.

Oct 17, 91 10:54 No. 003 P. 03

TEL No. 1-617-890-0003

SILVERSTON & ASSOC.

file: ab10xxx1.bid

Name of Bidder, Address, Tele#, Fax#	Acton-Boxb. Regional School District BID	Acton Public Schools BID	Acton-Boxb. Regional School District Bond Cost	Acton Public Schools Bond Cost	Unit Costs			Addenda #1,2,3	DCPO Elig. Form	DCPO Update Statem.	Site Visit	Bid Bond
					Ductwork \$/lb	Dampers \$/ft ²	Louvers \$/ft ²					
George T. Wilkinson, Inc. P.O. Box 147 East Weymouth, MA tel#617-335-2622 fax#617-335-9162	\$ 50,544	\$141,225	\$ 1,450	\$ 4,200	\$2.80	\$42.00	\$42.00	✓	✓	✓	✓	✓
J.A. Marino Co. 205 South St. Jamaica Plain, MA tel#617-522-4610 fax#617-522-4613	\$ 55,000	\$184,000	\$ 1,500	\$ 3,800	\$8.24	\$57.20	\$69.30	✓	✓	✓	✓	✓
Francis H. Maroney, Inc. 491 Amesbury Rd. Haverhill, MA tel#508-374-7459 fax#508-521-3910	\$ 63,700	\$198,000	\$ 1,080	\$ 3,500	\$3.50	\$62.00	\$75.00	✓	✓	✓	NO	✓
Helfrich Bros. Boiler Works, Inc. 39 Merrimack St. Lawrence, MA tel#508-683-7244 fax#508-683-0790	\$ 72,000	\$240,000	\$ 1,800	\$ 6,000	\$6.00	\$50.00	\$50.00	✓	✓	✓	NO	✓

ENC 2

JAY M. SILVERSTON and ASSOCIATES Inc.

200 Fifth Avenue, Waltham, MA 02154 (617) 890-4860 FAX (617) 890-0003

16 October 1991

Mr. William L. Ryan
Director of Business & Community Education
Acton Public Schools
Acton-Boxborough Regional School District
16 Charter Road
Acton, MA 01720-2995

Dear Mr. Ryan:

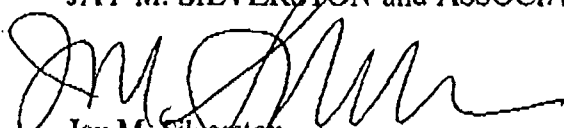
As you know, the low bidder for the Boiler Conversion Project is George T. Wilkinson, Inc. Their bidding documents were in order, and we believe that they are qualified to perform the work.

Therefore, JMS&A recommends that George T. Wilkinson, Inc. be awarded the contract for both the Acton-Boxborough Regional School District and the Acton Public Schools.

If you have any questions, please do not hesitate to call our office.

Very truly yours,

JAY M. SILVERSTON and ASSOCIATES, Inc.



Jay M. Silverston
President

cc: Ms. Rebecca T. Ellis
Mr. Steven Desy

file: ab10xxx4.ltr



AIA Document A101

Standard Form of Agreement Between Owner and Contractor

where the basis of payment is a
STIPULATED SUM

1987 EDITION

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH
AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION.

The 1987 Edition of AIA Document A201, General Conditions of the Contract for Construction, is adopted
in this document by reference. Do not use with other general conditions unless this document is modified.

This document has been approved and endorsed by The Associated General Contractors of America.

AGREEMENT

made as of the 22nd day of October in the year of
Nineteen Hundred and Ninety-one

BETWEEN the Owner: Office of the Superintendent, Mr. Robert E. Kessler
(Name and address) Acton Public Schools & Acton-Boxborough Regional School District
16 Charter Road
Acton, MA 01720-2995

and the Contractor: George T. Wilkinson, Inc.
(Name and address) P. O. Box 890147
East Weymouth, MA 02189-0003

The Project is: Boiler Conversion Project
(Name and location)

Engineer
The ~~XXXXXX~~ is: Jay M. Silverston and Associates, Inc.
(Name and address) 100 Fifth Avenue
Waltham, MA 02154

The Owner and Contractor agree as set forth below.

ARTICLE 1
THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement; these form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than Modifications, appears in Article 9.

ARTICLE 2
THE WORK OF THIS CONTRACT

The Contractor shall execute the entire Work described in the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others, or as follows:

ARTICLE 3
DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3.1 The date of commencement is the date from which the Contract Time of Paragraph 3.2 is measured, and shall be the date of this Agreement, as first written above, unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement, if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

From the date of notice to proceed.

Unless the date of commencement is established by a notice to proceed issued by the Owner, the Contractor shall notify the Owner in writing not less than five days before commencing the Work to permit the timely filing of mortgages, mechanic's liens and other security interests.

3.2 The Contractor shall achieve Substantial Completion of the entire Work not later than **January 15, 1992.**

(Insert the calendar date or number of calendar days after the date of commencement. Also insert any requirements for earlier Substantial Completion of certain portions of the Work, if not stated elsewhere in the Contract Documents.)

ARTICLE 4
CONTRACT SUM

4.1 The Owner shall pay the Contractor in current funds for the Contractor's performance of the Contract the Contract Sum of
Please See 4.2 Dollars
(\$), subject to additions and deductions as provided in the Contract Documents.

4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

(State the numbers or other identification of accepted alternates. If decisions on other alternates are to be made by the Owner subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date until which that amount is valid.)

Acton-Boxborough Regional School District (ABRSD)

\$50,544.00, Fifty Thousand Five Hundred Forty-four Dollars

ABRSD Bond Cost - \$1,450.00

Acton Public Schools (APS)

\$141,225.00, One Hundred Forty-one Thousand Two Hundred Twenty-five Dollars

APS Bond Cost - \$4,200.00

4.3 Unit prices, if any, are as follows:

Ductwork - \$2.80/lb.

Dampers - \$42.00/ft²

Louvers - \$42.00/ft²

ARTICLE 5
PROGRESS PAYMENTS

5.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

5.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Progressive Invoices

5.3 Provided an Application for Payment is received by the Architect not later than the ~~25th~~ 15th day of the month, the Owner shall make payment to the Contractor not later than the 15th day of the month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than 15 days after the Architect receives the Application for Payment.

5.4 Each Application for Payment shall be based upon the Schedule of Values submitted by the Contractor in accordance with the Contract Documents. The Schedule of Values shall allocate the entire Contract Sum among the various portions of the Work and be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This Schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

5.5 Applications for Payment shall indicate the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

5.6 Subject to the provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

5.6.1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the total Contract Sum allocated to that portion of the Work in the Schedule of Values, less retainage of Five percent (5 %). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute may be included as provided in Subparagraph 7.3.7 of the General Conditions even though the Contract Sum has not yet been adjusted by Change Order;

5.6.2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of percent (5 %);

5.6.3 Subtract the aggregate of previous payments made by the Owner; and

5.6.4 Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment as provided in Paragraph 9.5 of the General Conditions.

5.7 The progress payment amount determined in accordance with Paragraph 5.6 shall be further modified under the following circumstances:

5.7.1 Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to 100 percent (100 %) of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work and unsettled claims; and

5.7.2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Subparagraph 9.10.3 of the General Conditions.

5.8 Reduction or limitation of retainage, if any, shall be as follows:

(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Subparagraphs 5.6.1 and 5.6.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)

ARTICLE 6 FINAL PAYMENT

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when (1) the Contract has been fully performed by the Contractor except for the Contractor's responsibility to correct nonconforming Work as provided in Subparagraph 12.2.2 of the General Conditions and to satisfy other requirements, if any, which necessarily survive final payment; and (2) a final Certificate for Payment has been issued by the Architect; such final payment shall be made by the Owner not more than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

ARTICLE 7 MISCELLANEOUS PROVISIONS

7.1 Where reference is made in this Agreement to a provision of the General Conditions or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

7.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

(Usury laws and requirements under the Federal Truth in Lending Act, similar state and local consumer credit laws and other regulations at the Owner's and Contractor's principal places of business, the location of the Project and elsewhere may affect the validity of this provision. Legal advice should be obtained with respect to deletions or modifications, and also regarding requirements such as written disclosures or waivers.)

7.3 Other provisions:

"It is understood and agreed that wherever the word Architect is used in the Agreement, conditions or other contract documents, the word Engineer should be substituted."

ARTICLE 8 TERMINATION OR SUSPENSION

8.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of the General Conditions.

8.2 The Work may be suspended by the Owner as provided in Article 14 of the General Conditions.

ARTICLE 9
ENUMERATION OF CONTRACT DOCUMENTS

9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated as follows:

9.1.1 The Agreement is this executed Standard Form of Agreement Between Owner and Contractor, AIA Document A101, 1987 Edition.

9.1.2 The General Conditions are the General Conditions of the Contract for Construction, AIA Document A201, 1987 Edition.

9.1.3 The Supplementary and other Conditions of the Contract are those contained in the Project Manual dated
27 September 1991, and are as follows:

Document	Title	Pages
----------	-------	-------

9.1.4 The Specifications are those contained in the Project Manual dated as in Subparagraph 9.1.3, and are as follows:

(Either list the Specifications here or refer to an exhibit attached to this Agreement.)

Section	Title	Pages
---------	-------	-------

9.1.5 The Drawings are as follows, and are dated 27 September 1991 unless a different date is shown below:

(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

Number	Title	Date
--------	-------	------

9.1.6 The Addenda, if any, are as follows:

Number	Date	Pages
1	9/27/91	3
2	10/9/91	4
3	10/10/91	1

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

9.1.7 Other documents, if any, forming part of the Contract Documents are as follows:

(List here any additional documents which are intended to form part of the Contract Documents. The General Conditions provide that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)

This Agreement is entered into as of the day and year first written above and is executed in at least three original copies of which one is to be delivered to the Contractor, one to the Architect for use in the administration of the Contract, and the remainder to the Owner.

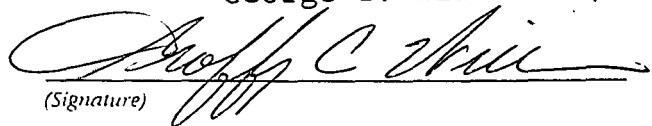
OWNER



(Signature) Robert E. Kewler
Superintendent of Schools

(Printed name and title)

CONTRACTOR George T. Wilkinson, Inc.



(Signature)

Geoffrey C. Wilkinson, President

(Printed name and title)

Bob

JAY M. SILVERSTON and ASSOCIATES Inc.
200 Fifth Avenue, Waltham, MA 02154 (617) 890-4860 FAX (617) 890-0003

10 March 1992

Mr. William L. Ryan
Director of Business & Community Education
Acton Public Schools
Acton-Boxborough Regional School District
16 Charter Road
Acton, MA 01720-2995

Dear Mr. Ryan:

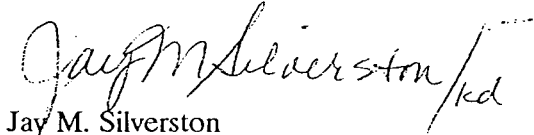
Attached please find a copy of the proposal from George T. Wilkinson, Inc. for removal of the underground oil storage tanks at each school. The proposal also provides the School with a unit cost for contaminated soil removal, if oil contamination is found.

After reviewing this proposal JMS&A recommending acceptance of the quote and will issue a change order to the burner conversion project.

If you have any questions, please do not hesitate to call our office.

Very truly yours,

JAY M. SILVERSTON and ASSOCIATES, Inc.

A handwritten signature in cursive script that reads "Jay M. Silverston". To the right of the signature, the initials "kd" are written.

Jay M. Silverston
President

cc: Mr. Steve Desy
Ms. Rebecca T. Ellis
Mr. Romen Nakhtigal



George T. Wilkinson Inc.

GAS/OIL COMMERCIAL AND
INDUSTRIAL BURNERS

Libbey Industrial Park
280 Libbey Parkway
P.O. Box 147 E. Weymouth, MA 02189
(617) 335-2622
FAX # 617-335-9162

March 4, 1992

Mr. Jay M. Silverston
President
Jay M. Silverston & Associates, Inc.
100 Fifth Avenue
Waltham, MA 02154

Via Fax: 890-0003

SUBJECT: Oil Tank Removals
Acton-Boxborough Regional School District
Acton Public Schools

Dear Mr. Silverston:

Pursuant to our meeting of Tuesday, March 3, 1992 regarding the cost breakdown of oil tank removals of the above sites, please find the following:

Acton Public Schools

	<u>Size</u>	<u>Cost</u>
1. Blanchard	5K?	\$4,400.00
2. Conant	10K	\$5,000.00
3. Douglas	5K	\$3,500.00
4. Gates	10K	\$5,000.00
5. McCarthy Wing	7.5K?	\$4,000.00
6. Towne Wing	5K	\$5,500.00
7. Merriam	5K	\$4,000.00

Acton-Boxborough Regional School
District

1. High School	10K	\$7,500.00
2. Grey Jr. High	10K	\$9,500.00



Jay M. Silverston & Associates, Inc.
Mr. Jay M. Silverston
Page 2
March 4, 1992

The above costs include all reasphalting as required and reloaming and reseeding as required.

The cost for contaminated soil removal will be \$95.00 per ton only if it can be transported to an asphalt batching plant. This is contingent on soil sample tests that indicate only hydrocarbon contamination. If other contaminants are present, it will have to be priced according to sample analysis.

We can start the following sites upon authorization without interference to the students/faculty:

1. High School
2. Raymond Grey Jr. High
3. Conant
4. Gates
5. Merriam
6. Blanchard


Not Until April Vacation Week

1. McCarthy Wing
2. Towne Wing
3. Douglas

Please review this and if you have any questions, please don't hesitate to contact me.

We thank you and Rebecca for your excellent cooperation and assistance.

Very truly yours, . . .


Geoffrey O. Wilkinson
President

GCW:ddj

APP #5

APPLICATION AND CERTIFICATE FOR PAYMENT AIA Document

OWNER: ACTON PUBLIC SCHOOLS ACTON/BOXBOROUGH 16 CHARTER ROAD ACTON, MA 01720-2995	PROJECT: Acton Public Schools 16 Charter Road Acton, Ma 01720-2995	APPLICATION NO: 5	DISTRIBUTION TO: OWNER <input checked="" type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR
FROM (CONT): GEORGE T. WILKINSON, INC. 280 LIBBEY PARKWAY EAST WEYMOUTH, MASS. 02189	VIA (ARCHITECT): Jaysilverstonassoc.Inc.	ARCHITECT'S PROJECT NO:	
CONTRACT FOR: Gas Burner Replacements		CONTRACT DATE: 10/22/91	

CONTRACTOR'S APPLICATION FOR PAYMENT Application is made for Payment, as shown below, in connection with the contract.
Continuation Sheet is attached.

CHANGE ORDER SUMMARY			1. ORIGINAL CONTRACT SUM	\$ 145425.00
			2. Net Change by Change Orders	\$ 18033.60
Change Orders approved in	ADDITIONS	DEDUCTIONS	3. CONTRACT SUM TO DATE	\$ 163458.60
previous months by owner			4. TOTAL COMPLETED & STORED TO DATE	\$ 163458.60
TOTAL	18033.60		(Column G)	
			5. RETAINAGE:	
approved this Month			a. 5.00 % of Completed Work \$.00
			(Column D+E)	
Number	Date Approved		b. 5.00 % of Stored Material \$.00
			(Column F)	
			Total Retainage (Line 5a+5b) or	
			(Total in Column I)	\$.00
TOTALS			6. TOTAL EARNED LESS RETAINAGE	\$ 163458.60
			(Line 4 less Line 5 Total)	
Net Change by Change Orders \$ 18033.60			7. LESS PREVIOUS CERTIFICATES FOR	
			PAYMENT (Line 6 less prior Certificates) ..	\$ 154617.35
			8. CURRENT PAYMENT DUE	\$ 8841.25
			9. BALANCE TO FINISH, PLUS RETAINAGE	\$.00
			(Line 3 less Line 6)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid to the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

William L. Ryan

OK. \$ 8841.25
William L. Ryan
Act. # 0635

CONTRACTOR: GEORGE T. WILKINSON, INC.

Paul J. Moore Date: 5-1-92

State of: Massachusetts County of: Norfolk
Subscribed and sworn to before me this 1st day of May, 1992
Notary Public: *Deborah D. Jones*
My Commission expires: January 16, 1998

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED *Eight thousand eight hundred and forty one and 25/100* differs from the amount applied for.

ARCHITECT: Jaysilverstonassoc.Inc.

By: *[Signature]* Date: 5/5/92

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

ACTON PUBLIC SCHOOLS/ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

ENERGY SYSTEMS PROJECT

Construction Review Meeting #4

REPORTED BY: Rebecca T. Ellis

JOB NUMBER: AB-10

DATE: 7 January 1992

TIME: 10:00 a.m.

PRESENT:

Mr. Arthur Berry

Mr. Steve Desy

Ms. Rebecca T. Ellis

Mr. David Nelson

Mr. William Ryan

Mr. Jay Silverston

Mr. Geoffrey C. Wilkinson

file: ab10px4.crm

DISTRIBUTION:

Those Present

1. Geoff Wilkinson had prepared a status report ahead of schedule for review at this meeting. It is attached.
2. Boston Gas had requested that they be present during the burner initial startups, and Geoff will give Paul Crossen at Boston Gas a minimum two day notice of all firings.
3. Wilkinson will also be responsible for scheduling the gas inspection prior to startup.
4. Rebecca will perform a walkthrough inspection of the installation on Tuesday, 14 January 1992, at 9 a.m.
5. B & G Sheetmetal of Watertown is now subcontracting to Wilkinson to perform the combustion air work. Geoff will be ready to discuss the credit for the reduction in scope of the combustion air portion of the project with JMS&A by 14 January 1992.
6. Dave Nelson of GTW wanted to know if it was acceptable not to install gas cocks immediately downstream of the meters as shown on most of the design drawings. The gas cocks on the "house" side of the meter are required at all meters per JMS&A. If there isn't room to pipe a gas cock in the exterior piping, it can be installed inside the building as long as it is upstream of any branch piping.

The next construction meeting shall be held at 10:00 a.m. on Tuesday, 21 January 1992.



Memorandum

TO Mr. Arthur Berry - Acton-Boxborough
Mr. Steve Desy School Dept.
Ms. Rebecca Ellis - Jay M. Silverston Associates

DATE Jan. 6, 1992

FROM Geoffrey C. Wilkinson - George T. Wilkinson, Inc. *G.C. Wilkinson*

SUBJECT JOB CONSTRUCTION PROGRESS SYNOPSIS
AS OF 1-6-92 FOR REVIEW

A. BLANCHARD AUDITORIUM

1. #2 burner mounted & wired.
2. All gas piping complete.
3. All vent piping complete.
4. All inspected.
5. Combustion air going in on 1-8-92.

B. GREY JUNIOR HIGH

1. All gas piping, trains and vents piped - not inspected.
2. Gas test on.
3. No comb air.

C. MERRIAM

1. Gas piping complete and inspected.
2. Gas train vents 50% complete.

D. McCARTHY

1. Gas piping complete.
2. Gas vents complete.
3. No combustion air.

TOWNE

1. Gas piping 75% complete.
2. No combustion air.

E. HIGH SCHOOL

1. Gas piping complete and inspected.
2. Gas train vents complete.
3. All Cleaver Brooks equipment on site.
4. #1 boiler-burner being installed as of 1-6-92.

F. GATES

1. Equipment on site.

Page 2

G. CONANT

1. Equipment on site.

H. DOUGLAS

1. Equipment on site.

ACTON PUBLIC SCHOOLS/ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

ENERGY SYSTEMS PROJECT

Construction Review Meeting #5

REPORTED BY: Rebecca T. Ellis

JOB NUMBER: AB-10

DATE: 21 January 1992

TIME: 10:00 a.m.

PRESENT:

Mr. Arthur Berry

Mr. Steve Desy

Ms. Rebecca T. Ellis

Mr. David Nelson

Mr. Geoffrey C. Wilkinson

file: ab10a5.crm

DISTRIBUTION:

Those Present

Mr. William Ryan

Mr. Jay M. Silverston

-
1. The status of the individual boiler rooms are listed on the attached report submitted by GTW.
 2. There have been problems with the existing oil burners at the Conant and Gates schools. Therefore, GTW will put a push on to fire up one of the gas burners in each school by the end of this week.

The new automatic combustion air dampers have not been installed in these schools yet, but that shouldn't delay the startup of the burners. The existing air inlets and outlets will be sufficient for use without automatic dampers, though the manual air dampers high in the boiler room walls should be opened prior to firing the new burners.

The plan is to fire up Conant on Thursday, 23 January, and Gates on Friday, 24 January. GTW will contact the gas inspector and Boston Gas with this schedule.

3. The startup schedule for the remaining schools will be determined by early next week, 27 January. GTW would like to coordinate a startup of the McCarthy/Towne burners before the February school break, and will discuss this further with Arthur.

The next construction meeting shall be held at 10:00 a.m. on Tuesday, 4 February 1992.

January 21, 1992

TO: Arthur Berry, Steve Desy,
Rebecca Ellis

FROM: Geoffrey C. Wilkinson

SUBJECT: Acton Schools - Job Progress Update as of 1/20/92

McCarthy and Town Building

Town Wing

Gas piping and vents - incomplete
Combustion air - not started

McCarthy Wing

Gas piping and vents - complete
Combustion air - complete
Need gas inspection

Blanchard Auditorium

Gas piping and vents - complete
Gas line inspected and OK
One burner mounted - piped and wired
Combustion air - incomplete

Grey Jr. High School

Gas piping and vents - complete
Combustion air - complete
Need gas inspection
Line is pumped up

Merriam School

Gas piping - complete
Vents - incomplete as of 1/16/92
Combustion air - incomplete
Gas line inspected and OK

High School

Gas piping - complete and vents
Gas line inspected and OK
Combustion air - incomplete
Gas trains need to be mounted

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Gates School

Gas line and vents - complete

Combustion air - incomplete

Need gas inspection - line is pumped up

Douglas

Not started

Conant School

Gas line and vents - complete

Combustion air - incomplete

Need gas inspection - line is pumped up

*Need to install gas cocks at outlet side of meter at Jr. High School and Gates School. Will be completed on 1/21/92.

6-4

ACTON PUBLIC SCHOOLS/ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

ENERGY SYSTEMS PROJECT

Construction Review Meeting #6

REPORTED BY: Romen Nakhtigal

JOB NUMBER: AB-10

DATE: 4 February 1992

TIME: 10:00 a.m.

PRESENT:

Mr. Arthur Berry
Mr. Steve Desy
Mr. Romen Nakhtigal
Mr. David Nelson
Mr. Geoffrey C. Wilkinson

file: ab10cx6.crm

DISTRIBUTION:

Those Present
Ms. Rebecca T. Ellis
Mr. William Ryan
Mr. Jay M. Silverston

-
1. The status of the individual boiler rooms are listed on the attached report submitted by GTW.
 2. Arthur reported that the gas burner shutdown in the Junior High School on the night of 3 February left the school without heat for several hours. Geoffrey pointed out that those burners sometimes have problems with air damper blades which are not securely attached to the shaft. Geoffrey talked with the burner's manufacturer and got their approval for securing the blades to the shaft by spot welding.
 3. GTW will coordinate a startup of the McCarthy/Towne burners and will discuss all necessary shut downs with Arthur. GTW expects to complete all work by approximately the end of next week, 14 February 1992.

The next construction meeting shall be held at 10:00 a.m. on Tuesday, 18 February 1992.

Memorandum

TO Jay Silverston & Associates, Inc.
Attention: Rebecca Ellis

DATE Feb. 3, 1992

VIA FAX: 890-0003

FROM Geoffrey C. Wilkinson

SUBJECT ACTON-BOXBOROUGH SCHOOLS
UPDATE

*EVERYTHING
will be
COMPLETED
THIS WEEK*

Gates School - Two burners running on gas. Oil pipes need to be removed. Gas tied into kitchen and hot water. Gas lines need to be painted. Combustion air complete except for damper motors.

Conant School - Two burners running on gas. Gas needs to be tied into kitchen. Will be completed on Thursday, February 6. Oil lines need to be removed. Combustion air complete except for damper motors. Gas lines need to be painted.

Blanchard Auditorium - Gas lines complete. Vents complete. One burner mounted. Combustion air will be complete as of Tuesday, February 4. Waiting for word on mounting #1 burner. Painting complete.

FIRING ①

Merriam - Gas line complete. Vents complete. Combustion air complete except for damper motors. Waiting for word on mounting of burner. Needs to be painted.

④

Acton-Boxborough High School - Gas line complete. Vents complete. Painting partially complete. Combustion air complete except for damper motors. Waiting on word for burner mounting.

*BEGINNING
NEXT WEEK*

Grey Jr. High School - Gas line completed. Vents completed. #2 burner running on gas. #1 will be running as of February 4. Combustion air complete except for damper motors. Gas line needs painting.

②

Douglas School - Gas line complete. Combustion air complete except for damper motors. Bill Meier to test gas line. Vents incomplete and gas trains incomplete.

③

McCarthy Wing - Gas piping complete. Bill Meier to test gas line. Vents complete. Combustion air complete except for damper motors.

Towne Wing - Gas piping complete. Bill Meier to test gas line. Vents complete. Combustion air complete except for damper motors.

ACTON PUBLIC SCHOOLS/ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

ENERGY SYSTEMS PROJECT

Construction Review Meeting #7

REPORTED BY:	Rebecca T. Ellis <i>RTE</i>	JOB NUMBER:	AB-10
DATE:	3 March 1992	TIME:	10:00 a.m.
PRESENT:		DISTRIBUTION:	
Mr. Arthur Berry		Those Present	
Mr. Steve Dcsy		Mr. Romen Nakhtigal	
Ms. Rebecca Ellis		Mr. William Ryan	
Mr. David Nelson			
Mr. Jay Silverston			
Mr. Geoffrey Wilkinson			

file: ab10xx7.ccm

1. JMS&A's Field Report #3 was reviewed and the latest status of the individual schools was discussed.

Raymond J. Grey Junior High School

Outside rubbish needs to be cleaned away, otherwise conversion is complete.

The flame failure problem of 2-3 weeks ago has not reoccurred following adjustment (speed reduction) of the existing induced draft fans at each boiler.

Blanchard Auditorium

Clean-up and oil piping removal remain to be completed.

Arthur will issue a separate \$450 purchase order for GTW to bring the 2nd low water cutoff control for Boiler #2 up to Code.

McCarthy/Towne School

Conversion is complete except for cleaning and oil pipe removal.

Merriam School

Only minor cleaning remains.

Acton-Boxborough Regional High School

The conversion of Boiler #2 is on hold pending replacement of the leaking firetubes by Kendall. Arthur believes the repair work will be complete by

tomorrow, 4 March, and, if that is the case, GTW expects to be complete with this school and the entire project by Tuesday, 10 March.

Douglas School

The Principal has been asking daily for the unused piping to be removed for safety reasons. Dave didn't think the truck was available today, but the piping should be gone by tomorrow, 4 March.

The bad motor on the new Boiler #2 burner has been replaced, and the burner is now functioning properly.

The school still requires cleaning and painting work.

Gates School

The conversion is 99.9% complete with only minor cleaning yet to be performed.

Conant School

The emergency generator and summer domestic water heater gas piping has been tied into the new service.

Only painting and clean-up remains.

2. GTW will be concentrating on outside pipe painting this week in an attempt to take advantage of the forecast mild weather conditions.
3. In response to JMS&A's Field Report #3, Arthur Berry will write a letter to JMS&A stating that the re-routing of the outdoor gas piping at both Douglas and McCarthy/Towne is acceptable to the Owner. The deviation from the design drawings is significant enough to warrant this letter.
4. The gas company has requested that the two gas services serving the high school be combined into one. Boston Gas assures the Schools that the new meter was sized to serve the boilers and the kitchen and rooftop units. Geoff will contact Paul Crossen at Boston Gas regarding the scope of work required to make the connection, and GTW will provide the Schools with a quote for the extra work.
5. GTW has provided the Schools with a cost (approximately \$48,400 for 10 tanks) for removing the underground oil storage tanks. Geoff will also provide the Schools with a unit cost for contaminated soil removal, if leakage is discovered. There is no reason to believe that there will be any leakage.

Steve requested that JMS&A write a letter to the Schools recommending acceptance of the quote and issuance of a change order to the burner conversion project. JMS&A should also evaluate and recommend how to allocate as much of the tank removal cost to the regional schools as justifiably possible.

GTW will contact the Acton Fire Chief, Bob Craig, to review the plans for tank removal.

JAY M. SILVERSTON
and Associates Inc.

Scheduling the tank removal was discussed. Steve was concerned about safety when school is in session and suggested the April vacation week as a good time to start, finishing after school is out in June. Geoff didn't believe that safety would be a problem, mentioning GTW's recent removal of tanks in Sharon while students were in the area. Geoff did request, however, that the work not begin until he returns from vacation on 23 March. Once a change order is issued, GTW can schedule the tank removal with the Schools.

6. Bob Bowdoin, the Schools' plumber, requested that GTW leave the existing oil piping in place and connected to the converted Cleaver-Brooks burners. This will allow him to use oil as a backup fuel in an emergency. Oil can be brought to the site in a tanker truck and connected directly to the burner piping, or a small tank could be installed in the boiler room for short term usage. Steve Desy and JMS&A both agreed that this was acceptable.

The next construction meeting shall be held at 10:00 a.m. on Tuesday, 17 March 1992.

Copies:
B. Kessler
J. Desy
File

ACTON PUBLIC SCHOOLS/ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

ENERGY SYSTEMS PROJECT

Status Review Meeting #14

REPORTED BY:	Rebecca T. Ellis <i>RE/red</i>	JOB NUMBER:	AB-10
DATE:	24 March 1992	TIME:	9:00 a.m.
PRESENT:	Mr. Arthur Berry Mr. Steve Desy Ms. Rebecca Ellis Mr. Romen Nakhtigal file: ab10xx14.mtg	DISTRIBUTION:	Those Present Mr. William Ryan Mr. Jay Silverston

GAS-OIL BURNER CONVERSION

1. G.T. Wilkinson resubmitted their 4 March 1992 proposal for removal of the underground oil tanks. The final proposal clearly states that the scope of work include proper disposal of the oil/sludge in the tanks, proper disposal of the tanks themselves, and removal of all vent and fill piping at each tank.
2. Boston Gas will be repiping the high school gas service on Wednesday, 25 March, to serve the kitchen and domestic water heater through a meter separate from the boiler and rooftop air handler meter.
3. JMS&A will conduct a final walk-through inspection of the burner conversion project at 9:00 a.m. on Monday, 30 March.

ENERGY MANAGEMENT SYSTEM

1. The EMS contract has been signed by all parties and a construction phase kickoff meeting will be held with American Energy Management today, 24 March, at 9:30 a.m.

COGENERATION

1. The Schools have received a draft report from Savage Engineering detailing their energy study findings. The final report will come through Boston Edison. JMS&A was given a copy of the draft for review.
2. Steve Desy asked JMS&A to review and comment on the latest correspondence from the Second Law Economics Work Group.

The next status review meeting will be held at 9:00 a.m. on Tuesday, 7 April 1992

Copies To:

B. Kessly
S. Desy

ACTON PUBLIC SCHOOLS/ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

ENERGY SYSTEMS PROJECT

Construction Review Meeting #16

A. Berry

File

REPORTED BY: Romen Nakhtigal JOB NUMBER: AB-10, AB-20

DATE: 21 April 1992 TIME: 9:30 a.m.

PRESENT:

Mr. Arthur Berry

Mr. Steve Desy

Mr. Romen Nakhtigal

Mr. Andrew Ward *AW*

Mr. Geoffrey Wilkinson

file: ab10cc16.mtg

DISTRIBUTION:

Those Present

Mr. William Ryan

Mr. Jay Silverston

BURNER CONVERSION PROJECT

George T. Wilkinson, Inc. stated that the project is completed with the following exceptions:

1. Cutting and patching the asphalt where the oil tanks have been removed
2. Asbestos removal
3. Installation of gas pressure sensors for future connection to the DDC system

All of the above mentioned work shall be completed during this week and part of next week.

The system performs to the Owner's satisfaction.

No further Construction Review Meetings are necessary.

From now on the COGENERATION PROJECT review meetings will be incorporated in the Construction Review Meetings for the Energy Management Systems Upgrade Project.

ENERGY MANAGEMENT SYSTEM

JMS&A will provide its recommendation concerning the purchase of personal computers for the AEM system by the end of the week. Andrew Ward was in the process of exploring all options available to the schools.

COGENERATION

JMS&A will provide its recommendation concerning cogeneration to the schools on Tuesday, 5 May 1992. A formal presentation will be made at 7:30 PM on Thursday, 7 May 1992 at the schools.

The next status review meeting will be held at 8:00 am on Tuesday, 5 May 1992